



RICK SNYDER
GOVERNOR

State of Michigan
DEPARTMENT OF HUMAN SERVICES
BUREAU OF CHILDREN AND ADULT LICENSING



NICK LYON
INTERIM DIRECTOR

March 19, 2015

Denise Foote
Impact Inc.
1001 Military St
Port Huron, MI 48060

RE: Application #: AS740370242
Wells Street
1027 Wells Street
Port Huron, MI 48060

Dear Ms. Foote:

Attached is the Original Licensing Study Report for the above referenced facility. The study has determined substantial compliance with applicable licensing statutes and administrative rules. Therefore, a temporary license with a maximum capacity of 6 is issued.

Please review the enclosed documentation for accuracy and contact me with any questions. In the event that I am not available and you need to speak to someone immediately, please contact the local office at (248) 975-5053.

Sincerely,

Karen LaForest, Licensing Consultant
Bureau of Children and Adult Licensing
4th Floor, Suite 4B
51111 Woodward Avenue
Pontiac, MI 48342
(586) 256-1665

enclosure

**MICHIGAN DEPARTMENT OF HUMAN SERVICES
BUREAU OF CHILDREN AND ADULT LICENSING
LICENSING STUDY REPORT**

I. IDENTIFYING INFORMATION

License #:	AS740370242
Applicant Name:	Impact Inc.
Applicant Address:	1001 Military St Port Huron, MI 48060
Applicant Telephone #:	(810) 985-5437
Administrator/Licensee Designee:	Denise Foote, Designee
Name of Facility:	Wells Street
Facility Address:	1027 Wells Street Port Huron, MI 48060
Facility Telephone #:	(810) 985-5437
Application Date:	12/19/2014
Capacity:	6
Program Type:	DEVELOPMENTALLY DISABLED MENTALLY ILL

II. METHODOLOGY

12/19/2014	Enrollment
01/06/2015	Contact - Document Sent Rules & Act booklets
01/13/2015	Contact - Document Received Licensing file received from Central Office 1/13/15
01/28/2015	Application Incomplete Letter Sent
02/25/2015	Application Complete/On-site Needed
03/03/2015	Inspection Completed On-site Preliminary and final, new facility

III. DESCRIPTION OF FINDINGS & CONCLUSIONS

A. Physical Description of Facility

Wells Street home is located at 1027 Wells Street in Port Huron, Michigan. The home is a newly built home through HUD. It is a spacious single level ranch style, brick with aluminum trim home with a two car attached garage. The home is on a crawl space in lieu of a basement. The residents from the Frith Home, a currently licensed home, AS740013000, will be moving to this location. The home is intended to provide specialized adult foster care to a maximum of six male and female adults in need of care due to mental illness and/or developmental disability under contract with St. Clair County Community Mental Health. The home is a barrier free structure fully accessible for wheelchairs. Each resident will have a private bedroom. The sides and the rear of the property are fully fenced with a privacy fence and features cement walkways on the front, sides, and rear of the home leading from three different egress doors. The egress doors are all equipped with the "panic bar" type devices which meets the definition of non-locking-against-egress and designed for ease of egress. Each egress door is also equipped with an alarm system to alert staff should a resident exit the home without staff knowledge. Landscaping has been planted and the lawn has been seeded. The home has a geo-thermal heating system and a fully interconnected smoke detection system with detectors located in all areas required by Rule 400.14505 and additional detectors are located in each of the residents' bedrooms. A preliminary combined final inspection was completed on March 3, 2015. The home was noted to be in full compliance with the physical plant. A letter was submitted by the corporation stating they will be transferring all the furniture from the current licensed location to this home once licensed. The home has public water and sewage through the City of Port Huron.

Kristine Curtis is the administrator for the corporation, I.M.P.A.C.T. Ms. Curtis was present at the final inspection. Measurements were taken of all indoor living space and measurements are as follows: Living room measured 16'3" x 28'5" or 461.83 square

feet; the Dining room measured 24'7" x 14'8" or 360.34 square feet; and the Program room measured 10'2" x 8'8" or 88.07. Total indoor living space is 910.24 square feet, in compliance with Rule 400.14405 regarding living space of a required minimum of 210 square feet indoor living space (35 square feet per occupant time's six occupants). The home is equipped with a spacious kitchen, an office, first floor laundry room, a large bathroom with an easily accessible shower, and another half bathroom. The furnace room is located adjacent to the bathroom. The six bedrooms are identical in size and measured 10' x 9'8" plus 2'5 1/2" x 5' 1/2" which is 103.0 square feet, meeting the requirements of 80 square feet per single room (reference Rule 400.14409 (2)). The bedrooms can only accommodate one resident.

As mentioned earlier, all bedroom, living room, and dining room furniture as well as all cooking items, dishes, small appliances, lamps, linens and towels, etc. will be transferred from the current setting to the new setting. This will be verified by the consultant prior to the expiration of the temporary license to ensure compliance. The facility had hand soap and paper towels at the kitchen and bathrooms and thermometers in the freezer and refrigerator. The kitchen will have a waste receptacle with a lid. Poisons and caustics will be locked up and stored away from food preparation areas.

A fire safety inspection was conducted on March 3, 2015. The interconnected smoke detection system was audible when activated. As mentioned earlier, the home has acceptable bar type devices for non-locking against egress at the exits. The furnace is located on the first floor and is located in an enclosed room with drywall. The fire evacuation plan was posted designating the fire exits to follow. The corporation also submitted written emergency procedures for fire, severe weather, and medical emergencies. Emergency telephone numbers will be posted by the home's telephone. A 2A 10 BC fire extinguisher was located on the main level of the home. Since this is new construction, final occupancy permits for mechanical and electrical were approved through the City of Port Huron. Ms. Curtis was informed and plans to comply with twelve fire drills per year, four on days, four on afternoons and four on sleep hours.

B. Program Description

I.M.P.A.C.T., Inc. submitted an application for original licensing on December 19, 2014 for a small group home (1-6). The application states that the facility will accept both males and females, who are mentally ill and/or developmentally disabled, ages 18 and older who are ambulatory (the design of the home also allows for non-ambulatory residents). The corporation operates eight other licensed homes in Michigan. The licensee designee for I.M.P.A.C.T., Inc. is Denise Foote and the administrator is Kristine Curtis. Ms. Curtis submitted training evidence that she is qualified as the administrator as required by 400.14201 (3) (a) through (i). Ms. Curtis also has the one year experience working with the population serviced and the educational credentials. Ms. Foote has been fingerprinted and has no criminal history. Ms. Foote had a medical clearance completed on February 12, 2015 that indicates she is in good physical and mental health. Ms. Foote had tuberculosis testing done on June 10, 2013 and the

results on June 12, 2013 were negative. Ms. Curtis had her fingerprints done and has no criminal history. Ms. Curtis had a medical clearance completed on February 12, 2015 that stated she was in good physical and mental health. Ms. Curtis had TB testing done on March 28, 2014 and on March 31, 2014 the results were negative. Ms. Foote submitted property tax bill of ownership via Homefront Nonprofit Housing Corporation and also a letter of permission to enter and inspect the premises by Homefront Nonprofit Housing, Inc.

Ms. Foote submitted corporate documents which included the following: Articles of Incorporation; Board of Directors names; Certificate of Incorporation; Corporate ID number; board designating the licensee designee, Denise Foote, to act in behalf of the corporation in licensing matters; and the corporate organizational chart. Ms. Foote also submitted financial documents including the corporate balance sheet and statement of income. A proposed budget for the facility is also included.

The following facility documents were submitted for review and have been approved: Program statement; Admission and Discharge Policies; Personnel Policies and Job Descriptions; Staffing Schedule; Resident Standard and Routine Procedures; Proposed Menus; Designated person in the absence of the administrator; Staff Training; Written Emergency Procedures in the event of a Fire, Severe Weather, and Medical Emergency; Schematic Evacuation Plan; Floor Plan with Measurements; Proof of Ownership and Permission to enter for licensing inspections; House Rules; and contact telephone numbers in the event of issues or needed repairs on an emergency basis with plumbing, heating and cooling, and electrical.

Resident Records will be reviewed prior to the expiration of the temporary license. Ms. Curtis was informed and plans to comply with maintaining the following resident records: Resident Care Agreement; Resident Assessment Plan; Resident Health Care Appraisal; Resident Medication Record; Resident Information and Identification Form; Resident Funds and Valuable Forms Part I and Part II; Resident Weight Record; Resident Health Care Chronological and/or Resident Physician Log; Resident Incident and Accident Reports; Resident Register; and Resident Fire Drill Records. Ms. Curtis was informed that residents and their designated representatives/guardians should be aware of the opportunity to file a grievance with the department in the event they are dissatisfied with the care and/or services provided by I.M.P.A.C.T., Inc.

Employee records were not available at the final inspection but will be reviewed prior to the expiration of the temporary license. Employee records must include the following information: Employee application that designates the individuals education and experience; a copy of their driver's license or state ID (to verify their age); verification they received a copy of the corporate personnel policies and job description; initial and annual physicals and TB testing with results (good for three years); reference checks; workforce background check information and fingerprint results (done within 10 days of hire); all training documentation as outlined in Rule 400.14204 (3) (a) through (g) and Rule 400.14312 (4) (a); hire and start date, and other pertinent documents for employment.

C. Rule/Statutory Violations

The facility is in full compliance with licensing rules and regulations for adult foster care.

IV. RECOMMENDATION

I recommend issuance of a temporary license to this AFC adult small group home (capacity 1-6).

Karen J. LaForest

03/19/2015

Karen LaForest
Licensing Consultant

Date

Approved By:

Denise Y. Nunn

3/19/2015

Denise Y. Nunn
Area Manager

Date