



RICK SNYDER
GOVERNOR

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



MAURA D. CORRIGAN
DIRECTOR

December 4, 2014

Charito Felicidadario
Ultra Care, Inc
644 Randall Drive
Troy, MI 48085

RE: Application #: AS500363588
West Utica Home
5785 W. Utica Road
Shelby Township, MI 48317-5072

Dear Mrs. Felicidadario:

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 feel free to contact me with any questions. In the event that I am not available and you need to speak to someone immediately, please feel free to 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 #:	AS500363588
Applicant Name:	Ultra Care, Inc
Applicant Address:	644 Randall Drive Troy, MI 48085
Applicant Telephone #:	(248) 689-2056
Administrator/Licensee Designee:	Charito Felicidadario, Designee
Name of Facility:	West Utica Home
Facility Address:	5785 W. Utica Road Shelby Township, MI 48317-5072
Facility Telephone #:	(586) 739-0078
Application Date:	07/17/2014
Capacity:	6
Program Type:	DEVELOPMENTALLY DISABLED PHYSICALLY HANDICAPPED

II. METHODOLOGY

07/17/2014	Enrollment
07/23/2014	Contact - Document Sent Rules & Act booklets
07/24/2014	File Transferred To Field Office Pontiac/CT
07/25/2014	Contact - Telephone call made left phone message inquiring if a management agreement has been established.
08/05/2014	Application Incomplete Letter Sent
08/27/2014	Contact - Document Received Applicant sent in documents for licensure but needs revisions.
08/29/2014	Contact - Telephone call made Called TJ LaPorte to obtain a copy of the lease agreement.
08/29/2014	Application Incomplete Letter Sent
10/30/2014	Contact - Document Received Applicant sent documents, still need additional documents.
11/05/2014	Application Incomplete Letter Sent Sent applicant a letter of remaining documents to be submitted along with revisions.
11/24/2014	Inspection Completed On-site Preliminary and final inspection conducted this date.
11/24/2014	Inspection Completed-BCAL Full Compliance

III. DESCRIPTION OF FINDINGS & CONCLUSIONS

A. Physical Description of Facility

West Utica Home is located at 5785 W. Utica in Shelby Township, MI. 48317. The home is a brick and vinyl ranch style home, approximately 2510 square feet. The home was a former AIS (Alternative Intermediate Services) home and was designed to be barrier free and all ground level so that the home can accommodate wheelchair residents. The home is currently licensed under North Oakland Residential Services, license #AS500012030. The current licensee designee wants to voluntarily withdraw so this is a change of licensee. The home has four bedrooms, two full bathrooms, a family

room and front living room, a dining room, a kitchen, an office, a laundry room, foyer, full basement and attached garage. The home has public water and sewage through Shelby Township. A preliminary/final inspection was conducted on November 24, 2014 and at that time the home was in full compliance with licensing rules for environmental and physical plant.

Ms. Charito Felicidadario is the licensee designee and administrator for Ultra Care, Inc. Ms. Felicidadario was not present for the inspection but her son, Jude Felicidadario who is the assistant administrator, was present. Bedrooms will be used as follows:

<u>Bedroom</u>	<u>Measurement</u>	<u>Square Feet</u>	<u>No. of Residents</u>
Southeast	14'11" x 11'1"	165.31	1
Southwest	16'1" x 11'1"	178.17	2
Northwest	15'6" x 10' 10 ½"	168.49	1
Northeast	17'3" x 10'10 ½"	187.51	2

The facility is able to accommodate six residents.

The home was nicely furnished with couches, chairs, and lighting in the living/family room areas. The kitchen was equipped with dishes, silverware, glassware, baking and cooking pots and pans, and small appliances such as a toaster and coffee maker. The refrigerator and freezer had thermometers that registered to ensure food safety. The kitchen water temperature was 114 degrees. All bedrooms had twin beds with protective coverings on the mattresses, mirrors, a chair, dresser, closets and personal items hung on the wall. The home had two sets of towels and washcloths for each resident and additional sheets and pillow cases. Both bathrooms have grab bars and nonskid strips to prevent falls. Soap and paper towels were located not only in the kitchen but in both bathrooms. The basement was neat and there were no items stored near the furnace area. The exterior of the home is well maintained and in good shape. Measurements were taken of the family room which was 23'10" x 14'2" or 337.67 square feet; the dining room measured 16'2" x 7'5" or 119.98 square feet; and the living room measured 12'5" x 11'9" or 145.94 square feet. Total square footage of indoor living space is 603.59, in compliance with Rule 400.14405 (1) (35 square feet per resident multiplied by six residents or 210 square feet total).

Medications are locked up in a cupboard and externals and internals are stored separately. Poisons and caustics are locked up and in non-food preparation areas.

A fire safety inspection was completed on November 24, 2014. The interconnected smoke detection system was triggered and audible in all areas of the home. Fire Extinguishers were mounted on the wall on the main level and in the basement. The schematic fire evacuation plan was posted by the front door. All exit locking hardware is single motion, non-locking against egress. All bedroom windows opened easily. The facility submitted written emergency preparedness plans (fire, severe weather and medical emergency) and posted emergency telephone numbers by the telephone. The home was made aware that they must conduct twelve fire drills annually, four on days, four on afternoon and four on sleep hours. An electrical inspection was completed on November 13, 2014 by Bulldog Electrical Contractors, Inc which noted that the entire electrical system throughout the house to be in excellent condition and in full working order. A heating and cooling inspection was done on September 16, 2014 by McCaulley Heating and Cooling Company that indicated the furnace was checked and cleaned, replaced a new thermostat and is operational.

B. Program Description

Ultra Care, Inc. submitted an application for original licensure on July 17, 2014. The licensee designee and administrator for Ultra Care, Inc. is Charito Felicidadario. The application indicates that the home will accept both males and females, eighteen years or older who are diagnosed as developmentally disabled, physically handicapped and wheelchair accessible. Proposed capacity is six residents. The corporation has a contract with Macomb Oakland Regional Center to provide services and placement of residents. This is a change of licensee and North Oakland Residential Services, license #AS500012030, currently holds the license at this home. Ultra Care, Inc. has three other licensed facilities, Mulvey Home, #AS500012029, Norton Home, #AS630079486, and Hamlin AIS, #AS630066532.

Ms. Felicidadario is both the licensee designee and administrator for the corporation. Ms. Felicidadario has the required experience and education to qualify as the administrator. Ms. Felicidadario is a licensed registered nurse in the State of Michigan. She also submitted all training documentation in compliance with Rule 400.14201 (3) (a) through (i). Ms. Felicidadario submitted a medical clearance dated August 26, 2014 that indicates she is in good physical and mental health. She also had a chest x-ray for tuberculosis dated July 29, 2014 that stated there was no evidence of TB. Ms. Felicidadario also had her fingerprints done on July 23, 2014 that indicated she is of good moral character evidenced by no criminal history.

Ultra Care, Inc. was formed on May 19, 1992 as a non-profit organization. Ms. Felicidadario submitted articles of incorporation, employer identification number via the internal revenue service, list of board of directors, corporate by-laws, and a list of the board of directors. The organizational chart was also submitted. Ultra Care, Inc. submitted financial statements dated September 30, 2014 through Boisvenu and Company, PC, Certified Public Accountants that prepare the corporation's financial standing. They included an income statement (revenue and expenses) and balance

sheet (assets and liabilities) and a statement of cash flow. The corporation also submitted a projected budget for West Utica and the contractual agreement of the per diem rate through Macomb Oakland Regional Center.

Ms. Felicidadario submitted the following documents: Admission and Discharge Policies; Personnel policies and Job Descriptions; Program statement; Standard and Routine Procedures; Four Week Rotation Menus; Fee Policy; Lease Agreement; Proof of Ownership and Permission to enter from both owners; Staffing pattern; House Rules; Staff Training; Contract with MORC; Financial Documents; Training Documents for Administrator; Written Emergency Procedures and Schematic Fire Evacuation Plan; Floor Plan with Measurements; and Designated person in the Absence of the Administrator.

At the November 24, 2013 inspection, I reviewed four of the seven employee records. It was noted that all of the employee records contained the following information: Application for Employment; Work Experience and Education; Receipt of Job Description and Personnel Policies; Fingerprinting Results for Criminal History; Annual Physical and TB testing with results; Driver's License (which verifies age); and Employee Training including Fire Safety, Prevention and Containment of Communicable Diseases; Reporting Requirements; Resident Rights; Medication Administration; Personal Care, Protection, and Supervision; First Aid and CPR. Each employee record also had a minimum of two reference checks completed.

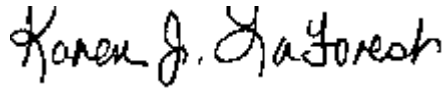
Mr. Felicidadario was also informed that resident records must contain the following information and will be reviewed at the end of the temporary license: Resident Assessment Plan; Resident Care Agreement; Resident Information and Identification Record; Resident Health Care Appraisal; Resident Medication Records; Resident Weight Record; Resident Physician Contact Forms/Health Care Chronological; Resident Incident and Accident Reports; and Resident Funds and Valuables Part I and Part II. Mr. Felicidadario is also aware of a Resident Register to be maintained when residents are admitted and when they are discharged. Mr. Felicidadario was also informed that residents or their guardian/designated representatives have an opportunity to file a grievance with the department if they are dissatisfied with the services and care at the West Utica Home.

C. Rule/Statutory Violations

There was no rule or statutory violations at the final inspection.

IV. RECOMMENDATION

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



12/2/2014

Karen LaForest
Licensing Consultant

Date

Approved By:



12/4/2014

Denise Y. Nunn
Area Manager

Date