



RICK SNYDER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

SHELLY EDGERTON
DIRECTOR

August 29, 2017

Anissa Branklin
21980 Concord St
Southfield, MI 48076

RE: Application #: AS630387396
ANB Homes
221 W. Bennett Avenue
Ferndale, MI 48220

Dear Anissa Branklin:

Attached is the Original Licensing Study Report for the above referenced facility. The study has determined substantial violations of applicable licensing statutes and administrative rules. Therefore, denial of issuance of a license is recommended. You will be notified in writing of the Agency's intention and your options for resolution of this matter.

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,

A handwritten signature in cursive script, appearing to read "DaShawnda Lindsey".

DaShawnda Lindsey, Licensing Consultant
Bureau of Community and Health Systems
4th Floor, Suite 4B
51111 Woodward Avenue
Pontiac, MI 48342
(248) 505-8036

Enclosure

**MICHIGAN DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
BUREAU OF COMMUNITY AND HEALTH SYSTEMS
LICENSING STUDY REPORT**

I. IDENTIFYING INFORMATION

License Application #:	AS630387396
Licensee Name:	Anissa Branklin
Licensee Address:	21980 Concord St Southfield, MI 48076
Licensee Telephone #:	(248) 778-8309
Administrator/Licensee Designee:	Anissa Branklin
Name of Facility:	ANB Homes
Facility Address:	221 W. Bennett Avenue Ferndale, MI 48220
Facility Telephone #:	(248) 778-8309
Application Date:	03/14/2017
Capacity:	6
Program Type:	DEVELOPMENTALLY DISABLED MENTALLY ILL AGED

II. METHODOLOGY

03/14/2017	On-Line Enrollment
03/21/2017	PSOR on Address Completed 21980 Concord, Southfield, 48076.
03/21/2017	Contact - Document Sent Rule & Act booklets
03/21/2017	Application Incomplete Letter Sent Received clearance, FP's, Livescan request for Anissa; received clearance for Ismail (RP)
04/03/2017	Contact - Document Received Additional \$40
04/17/2017	Licensing Unit file referred for background check review FP-Yes/Anissa.
04/18/2017	File Transferred To Field Office Pontiac.
04/21/2017	Contact - Document Received Licensing file received from Central office
04/26/2017	Application Incomplete Letter Sent
05/10/2017	Contact - Telephone call received Anissa originally applied/AF online, meant to apply AS
05/10/2017	Contact - Document Received Revised application/ corrected facility address
05/10/2017	Contact - Document Sent Pontiac-Revised application with corrected facility Address
05/11/2017	Contact - Document Received Received a copy of the lease as well as permission to inspect
05/23/2017	Contact - Telephone call made Telephone call made to licensee Anissa Branklin. On-site inspection scheduled on 05/26/2017 at 2:00pm
05/26/2017	Inspection Completed On-site
05/26/2017	Inspection Completed-BCAL Sub. Compliance

06/07/2017	Contact - Document Received Received licensee designee's Anissa Branklin's trainings and experience, budget, personnel policies, credit history, medical clearance request and TB. Also, received a copy of the floor plan, staffing schedule, and job descriptions.
06/07/2017	Contact - Document Sent Sent licensee Anissa Branklin an email requesting an updated budget, an updated personnel policies, an updated credit history as well standard or routine procedures, CPR/First Aid, and transcript.
06/16/2017	Inspection Completed On-site
06/16/2017	Inspection Completed-BCAL Sub. Compliance
06/23/2017	Inspection Completed On-site
06/23/2017	Inspection Completed-BCAL Sub. Compliance Discussed concerns with applicant Anissa Branklin regarding her credit score and possible lack of financial capability
06/29/2017	Contact - Document Received Received verification of Anissa Branklin's direct deposits as well as savings account
06/29/2017	Contact - Document Received Received a copy of Anissa Branklin's savings account statement
07/11/2017	Application Incomplete Letter Sent Sent Anissa Branklin an email requesting an updated budget
07/12/2017	Contact- Telephone call made Requested verification of at least one year of experience with working with the population, financial stability and 16 hours of training.
07/14/2017	Contact- Face to Face Ms. Branklin came into the Pontiac office to drop off resume and bank statement.
07/14/2017	Contact - Document Received Received a letter from Landlord Agent David Snow temporarily suspending applicant Anissa Branklin's rent requirement for a period of 3 months (August, September, and October 2017).

07/20/2017	Contact - Telephone call made Telephone call made to Jaynne Manning to verify applicant Anissa Branklin's experience with working with Warneal Manning. Left a message.
07/20/2017	Contact – Telephone call made Telephone call made to Akila Davis to verify Anissa Branklin's experience. Unable to leave a message as the mailbox was full.
07/20/2017	Contact – Telephone call made Telephone call made to Tenet to verify Anissa Branklin's training hours. Left a message.
07/20/2017	Contact - Document Sent Emailed Healthstream to verify Anissa Brankin's training hours.
07/20/2017	Contact - Document Received Received an email from Healthstream operations specialist Andrew Cilento unable to verify applicant Anissa Branklin's training hours.
07/28/2017	Contact - Telephone call a made Telephone call made to applicant Anissa Branklin to inform her I was unable to verify her experience.
08/01/2017	Contact - Document Received Received a copy of applicant Anissa Branklin's completed CPR/AED training and verification of training hours.
08/02/2017	Contact - Telephone call made Telephone call made to Jaynne Manning to verify Anissa Branklin's experience with working with Warneal Manning. Left a message.
08/02/2017	Contact - Telephone call made Telephone call made to Akila Davis to verify applicant Anissa Branklin's experience. Left a message.
08/02/2017	Inspection Completed-BCAL Sub. Compliance Last on-site inspection completed on 06/23/2017
08/02/2017	Contact - Telephone call made Telephone call received from Akila Davis
08/02/2017	Contact- Document Received Received an updated copy of applicant Anissa Branklin's resume

08/05/2017	Contact - Document Received Received a text message from Ms. Branklin stating she has beyond one year of experience
08/08/2017	Contact- Document Sent Sent Ms. Branklin a text message explaining to her I have not been able to verify her experience.
08/08/2017	Contact - Document Received Received a text message from Ms. Branklin stating Akila Davis did not work for Fox Run.
08/08/2017	Contact - Document Received Telephone call received from Jayne Manning.
08/09/2017	Contact - Telephone call made Telephone call made to human resources specialist Paul Reichert verified Ms. Branklin has been a patient care associate (direct care staff) since 04/04/2015.
08/10/2017	Contact - Telephone call made Telephone call made to human resources specialist Paul Reichert to verify population served. Left a message.
08/11/2017	Contact - Telephone call made Telephone call made to human resources specialist Paul Reichert to verify population served. Left a message.
08/11/2017	Exit Conference Exit conference with applicant Anissa Branklin

III. DESCRIPTION OF FINDINGS & CONCLUSIONS

A. Physical Description of Facility

This facility is a bungalow located in the city of Ferndale. The main level of the facility consists of a living room, dining room, kitchen, full bathroom, and two resident bedrooms. The upper level consists of a resident bedroom with an attached full bathroom. This facility is not wheelchair accessible. This facility utilizes public water and sewage.

The gas furnace and hot water heater are located in the basement with a 1¾ inch solid core door equipped located at the top of stairs. The facility is equipped with interconnected, hardwire smoke detection system, with battery back-up, which was installed by a licensed electrician and is fully operational.

Resident bedrooms were measured during the on-site inspection and have the following dimensions:

Bedroom #	Room Dimensions	Total Square Footage	Total Resident Beds
1	11'9" x 10'1" -2'1" x 6' x 4"	105.28	1
2	11'6" x 10'1" -1'5" x 8'1"	104.45	1
3	19'3" x 13'8" -7'11" x 8'1"	199.16	2

The living, dining, and sitting room areas measure a total of 294.91 square feet of living space. This exceeds the minimum of 35 square feet per occupant requirement.

Based on the above information, it is concluded that this facility can accommodate **four (4)** residents. It is the licensee's responsibility not to exceed the facility's licensed capacity.

B. Program Description

Admission and discharge policies, program statement, refund policy, personnel policies, and standard procedures for the facility were reviewed and accepted as written. The applicant intends to provide 24-hour supervision, protection and personal care to **six (6)** male or female ambulatory adults whose diagnosis is developmentally disabled or mentally impaired, in the least restrictive environment possible. The program will include social interaction skills, personal hygiene, personal adjustment skills, and public safety skills. A personal behavior support plan will be designed and implemented for each resident's social and behavioral developmental needs. The applicant intends to accept residents from Oakland County-DHS, Oakland County CMH, or private pay individuals as a referral source.

C. Rule/Statutory Violations

R 400.14201	Qualifications of administrator, direct care staff, licensee, and members of the household; provision of names of employee, volunteer, or member of the household on parole or probation or convicted of felony; food service staff.
	(2) A licensee shall have the financial and administrative capability to operate a home to provide the level of care and program stipulated in the application.
Ms. Branklin's submitted her credit report on 06/08/2017. Ms. Branklin's credit score was 470. Per the credit report, factors that influenced Ms. Branklin's credit score included "serious delinquency and public record or collection filed," "time since	

derogatory public record or collection is too short,” “time since delinquency is too recent or unknown,” and “number of accounts with delinquency.”

On 06/29/2017, Ms. Branklin deposited \$1,000 in her savings account and submitted verification of this deposit to the department. Ms. Branklin inquired about how much money she should have in her savings account.

On 07/14/2017, Ms. Branklin submitted a letter from landlord David Snow. In the letter, Mr. Snow agreed to temporarily suspend Ms. Branklin’s rent requirement for a period of three months (August, September, and October 2017).

Ms. Branklin deposited an additional \$2,400 in her savings account on 07/13/2017. A \$1,600 credit was added to her savings account on 07/14/2017. Currently, Ms. Branklin has \$5,001.98 in her savings account.

On 07/14/2017, Ms. Branklin submitted a letter from President and Owner of Northwest Neurology PC Dr. Tessy Jenkins. In the letter, Dr. Jenkins indicated she would financially support Ms. Branklin. Dr. Jenkins did not indicate how much financial support will be provided to Ms. Branklin and/or how long she would provide financial support. A copy of the Northwest Neurology PC business checking account statement was submitted as well. The statement did not have Dr. Jenkins’ name or Ms. Branklin’s name on the account.

Currently, Ms. Branklin is employed at Huron Valley Sinai Hospital as a Patient Care Assistant and Lighthouse Medical Center as an Office Manager/Medical Assistant. Ms. Branklin did not submit pay stubs verification of income. Ms. Branklin intends to resign from her current positions and solely work in the adult foster care facility. Ms. Branklin would no longer have any income for employment. Per Ms. Branklin’s budget, the facility’s monthly expenses are estimated to be \$9,520.

Although Dr. Jenkins agreed to financially support Ms. Branklin and Mr. Snow agreed to temporarily suspend the rent requirement, Ms. Branklin has not demonstrated that she would be financially capable to operate a facility to the level of care and program stipulated in the application.

	VIOLATION ESTABLISHED
R 400.14201	Qualifications of administrator, direct care staff, licensee, and members of the household; provision of names of employee, volunteer, or member of the household on parole or probation or convicted of felony; food service staff.
	(3) Before a temporary license is issued, an applicant and an administrator shall be competent in all of the following areas: (f) Financial and administrative management. (g) Knowledge of the needs of the population to be served.

Applicant Anissa Branklin submitted four different resumes as well as some training she has completed. I was unable to determine that Ms. Branklin has knowledge of the needs of the population (specifically mentally ill and developmentally disabled) to be served. In addition, Ms. Branklin did not provide verification of competency in financial management.	
	VIOLATION ESTABLISHED
R 400.14201	Qualifications of administrator, direct care staff, licensee, and members of the household; provision of names of employee, volunteer, or member of the household on parole or probation or convicted of felony; food service staff.
	(6) A licensee and the administrator shall have a high school diploma or general education diploma or equivalent and not less than 1 year of experience working with the population identified in the home's program statement and admission policy.
<p>On June 05, 2017, Anissa Branklin submitted a resume detailing her experience as an Office Manager/Medical Assistant, Medical Technician, and Emergency Technician. Ms. Branklin stated she had at least one year of experience as she worked with different populations at the doctor's office.</p> <p>On 07/12/2017, Ms. Branklin submitted a second resume. The resume did not document at least one year experience with working with the mentally ill, developmentally disabled and aged populations. The resume again detailed Ms. Branklin's experience as an Office Manager/Medical Assistant, Medical Technician, and Emergency Technician.</p> <p>On 07/14/2017, Ms. Branklin submitted a third resume documenting a little over three years of experience as a patient care assistant. Ms. Branklin also provided contact information for the individuals (Jayne Manning and Akila Davis) who assigned her to the homes to provide care. I spoke with Ms. Manning. She stated she referred Ms. Branklin to provide personal care services to at least two residents for about two years. According to Ms. Manning, Ms. Branklin provided transportation, addressed hygiene concerns, prepared meals, and cleaned the residents' homes. Ms. Manning stated she did not have written verification of Ms. Branklin's experience. I also spoke with Ms. Davis and the information that Ms. Davis reported conflicted with the information Ms. Branklin provided. The dates of employment for Ms. Branklin that Ms. Davis informed me about did not match the listed dates on Ms. Branklin's resume. Ms. Davis stated she was a supervisor at Fox Run Assisted Living; however, she was no longer employed at the facility. Initially, Ms. Davis stated Ms. Branklin worked at Fox Run from 2012-2014. Some of Ms. Branklin's duties included cleaning the patients, feeding the patients and completing daily logs. Ms. Davis later stated that Ms. Branklin only worked for Fox Run from January 2012 to December 2012, but she completed other patient care work for her during 2013 and 2014.</p>	

On 08/02/2017, Ms. Branklin submitted a fourth resume detailing her experience as an Office Manager/Medical Assistant, Medical Technician, and Emergency Technician, patient care assistant in private homes as well as patient care assistant at Huron Valley Sinai Hospital/DMC. Human resources specialist Paul Reiken verified Ms. Branklin has worked as a patient care associate at Huron Valley Sinai Hospital since 04/04/2015.

I was unable to verify that Ms. Branklin has at least one year of experience with working with the mentally ill, developmentally ill and aged populations.

	VIOLATION ESTABLISHED
R 400.14202	Administrator; qualifications.
	(1) A home shall have an administrator who shall not have less than 1 year of experience working with persons who are mentally ill, developmentally disabled, physically handicapped, or aged.
<p>On 06/05/2017, Anissa Branklin submitted a resume detailing her experience as an Office Manager/Medical Assistant, Medical Technician, and Emergency Technician. Ms. Branklin stated she had at least one year of experience as she worked with different populations at the doctor's office.</p> <p>On 07/12/2017, Ms. Branklin submitted a second resume. The resume did not document at least one year experience with working with the mentally ill, developmentally disabled and aged populations. The resume again detailed Ms. Branklin's experience as an Office Manager/Medical Assistant, Medical Technician, and Emergency Technician.</p> <p>On 07/14/2017, Ms. Branklin submitted a third resume documenting a little over three years of experience as a patient care assistant. Ms. Branklin also provided contact information for the individuals (Jayne Manning and Akila Davis) who assigned her to the homes to provide care. I spoke with Ms. Manning. She stated she referred Ms. Branklin to provide personal care services to at least 2 residents for about 2 years. According to Ms. Manning, Ms. Branklin provided transportation, addressed hygiene concerns, prepared meals, and cleaned the residents' homes. Ms. Manning did not have written verification of Ms. Branklin's experience. I also spoke with Ms. Davis and the information Ms. Davis reported conflicted with the information Ms. Branklin provided. The dates of employment for Ms. Branklin that Ms. Davis informed me about did not match the listed dates on Ms. Branklin's resume. Some of Ms. Branklin's duties included cleaning the patients, feeding the patients and completing daily logs.</p> <p>On 08/02/2017, Ms. Branklin submitted a fourth resume detailing her experience as an Office Manager/Medical Assistant, Medical Technician, and Emergency Technician, patient care assistant in private homes as well as patient care assistant at Huron Valley Sinai Hospital/DMC. Human resources specialist Paul Reiken verified Ms. Branklin has worked as a patient care associate at Huron Valley Sinai</p>	

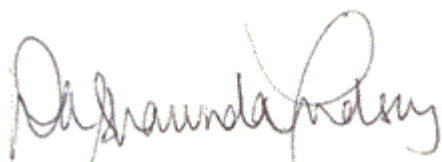
Hospital since 04/04/2015.	
I was unable to verify that Ms. Branklin has at least one year of experience with working with the mentally ill, developmentally ill, and aged populations.	
	VIOLATION ESTABLISHED

EXIT CONFERENCE:

On 08/11/2017, I conducted an exit conference with applicant Anissa Branklin. She was informed that the application will be denied.

IV. RECOMMENDATION

I recommend denial of issuance of a license.

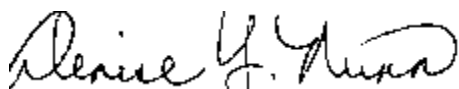


DaShawnda Lindsey
Licensing Consultant

08/11/2017

Date

Approved By:



Denise Y. Nunn
Area Manager

08/11/2017

Date