



RICK SNYDER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

SHELLY EDGERTON
DIRECTOR

January 12, 2018

Bessie Collins
4700 Kimberly Court
Bridgeport, MI 48722

RE: Application #: AS730382599
Williamson RD Home
1717 Williamson Road
Saginaw, MI 48601

Dear Ms. Collins:

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 3 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 (810) 787-7031.

Sincerely,

A handwritten signature in black ink that reads "Anthony Humphrey". The signature is stylized with a large, sweeping loop at the end.

Anthony Humphrey, Licensing Consultant
Bureau of Community and Health Systems
411 Genesee
P.O. Box 5070
Saginaw, MI 48605
(810) 280-7718

enclosure

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

I. IDENTIFYING INFORMATION

License Application #:	AS730382599
Applicant Name:	Bessie Collins
Applicant Address:	4700 Kimberly Court Bridgeport, MI 48722
Applicant Telephone #:	(989) 332-5894
Administrator/Licensee Designee:	Bessie Collins
Name of Facility:	Williamson RD Home
Facility Address:	1717 Williamson Street Saginaw, MI 48601
Facility Telephone #:	(989) 332-5894
Application Date:	04/21/2016
Capacity:	3
Program Type:	DEVELOPMENTALLY DISABLED MENTALLY ILL AGED

II. METHODOLOGY

04/21/2016	Enrollment
04/27/2016	Contact - Document Received Med Clr &TB/Bessie.
05/02/2016	Application Incomplete Letter Sent MI Corp Registration,RI-030.
05/02/2016	Contact - Document Sent Act & Rules.
05/10/2016	Contact - Telephone call received Bessie apply as Individual rather than Corporation, emailed Individual App.
05/31/2016	Contact - Document Received IndividualApp,RI030.
06/10/2016	Application Complete/On-site Needed
06/10/2016	File Transferred To Field Office Saginaw.
07/05/2016	Application Incomplete Letter Sent
07/12/2017	Inspection Completed On-site
07/12/2017	Inspection Completed-BCAL Sub. Compliance
07/21/2017	Application Incomplete Letter Sent
08/08/2017	Inspection Completed On-site
09/01/2017	Inspection Completed On-site
01/08/2018	Inspection Completed On-site
01/08/2018	Inspection Completed-BCAL Full Compliance
01/12/2018	Recommend License Issuance

III. DESCRIPTION OF FINDINGS & CONCLUSIONS

A. Physical Description of Facility

This 2-story, 1084 sqft. 3 bedroom facility, was built in 1946 and is located at 1717 Williamson Street, Saginaw, MI 48601. This facility also features a kitchen, living room, 2 full bathrooms and a laundry room area in the utility room. There is a full bathroom located on both levels of this facility. The home is located within the city limits of Saginaw and is close to shopping, medical services, public services and public transportation if needed.

The hot water heater is located in the utility room of the facility which is located off the kitchen. The utility room is equipped with a fire door that is installed with a self-closing device. The fire door is a 1-3/4 inch steel door and is constructed of material that has a 1 hour and 20 minute fire resistance rating. On 12/27/2017, the furnace was inspected and approved by a licensed HVAC Technician. The facility is equipped with battery operated smoke detection system, in the sleeping areas, kitchen and in the utility room.

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

Bedroom #	Room Dimensions	Total SqFt	Total Resident Beds
1(main Floor)	(11"2' x 9"3') + (6"7' x 2"2')	117.55	Single Occupancy
2 SE (2 nd Floor)	(10"8' x 9"7') + (3"3' x 4"1') + (5"6' x 2"3')	107.56	Single Occupancy
3 NW (2 nd Floor)	(10"8' x 11"9') + (4"1' x 3"4')	121.65	Single Occupancy

The living, dining, areas measure a total of 280.31 square feet of living space. This exceeds the minimum of 35 square feet per resident requirement. The home has 1084 square feet of living space.

Based on the above information, it is concluded that this facility can accommodate **three (3)** Unisex residents. It is the licensee's responsibility not to exceed the facility's licensed capacity. This home is not wheelchair accessible.

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 three (3) male and/or female ambulatory adults whose diagnosis is developmentally disabled or mentally impaired, aged, 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. Residents will be referred from Community Mental Health, nursing homes, and hospitals.

If required, behavioral intervention and crisis intervention programs will be developed as identified in the assessment plan. These programs shall be implemented only by trained staff, and only with the prior approval of the resident, guardian, and the responsible agency.

The licensee will provide all transportation for program and medical needs. The facility will make provision for a variety of leisure and recreational equipment. It is the intent of this facility to utilize local community resources including public schools and libraries, local museums, shopping centers, and local parks.

C. Applicant and Administrator Qualifications

The applicant is Bessie Collins. The applicant submitted a financial statement and established a monthly budget projecting expenses and income to demonstrate the financial capability to operate this adult foster care facility.

Bessie Collins will act as the Licensee and as the Administrator of the facility.

A licensing record clearance request was completed with no lien convictions recorded for the applicant. The applicant submitted a medical clearance request with statements from a physician documenting their good health and current TB-tine negative results.

The applicant has provided documentation to satisfy the qualifications and training requirements identified in the administrative group home rules.

The staffing pattern for the original license of this 3-bed facility is adequate and includes a minimum of 1 staff –to- 4 residents per shift. All staff shall be awake during sleeping hours.

The applicant acknowledges an understanding of the training and qualification requirements for direct care staff prior to each person working in the facility in that capacity or being considered as part of the staff –to- resident ratio.

The applicant acknowledged an understanding of the responsibility to assess the good moral character of employees and contractors who have regular, ongoing, “direct access” to residents or the resident information or both. The licensing consultant provided technical assistance on the process for obtaining criminal record checks utilizing the Michigan Long Term Care Partnership website (www.miltcpartnership.org), IdentoGo, and the related documents required to be maintained in each employee's record to demonstrate compliance.

The applicant acknowledges an understanding of the administrative rules regarding medication procedures and that only those direct care staff that have received

medication training and have been determined competent by the licensee, can administer medication to residents. In addition, the applicant has indicated that resident medication will be stored in a locked cabinet and that daily medication logs will be maintained on each resident receiving medication.

The applicant acknowledges their responsibility to obtain all required documentation and signatures that are to be completed prior to each direct care staff or volunteer working with residents. In addition, the applicant acknowledges their responsibility to maintain a current employee record on file in the home for the licensee, administrator, and direct care staff or volunteer and the retention schedule for all of the documents contained within each employee's file.

The applicant acknowledges an understanding of the administrative rules regarding informing each resident of their resident rights and providing them with a copy of those rights. The applicant indicated that it is their intent to achieve and maintain compliance with these requirements.

The applicant acknowledges an understanding of the administrative rules regarding the written and verbal reporting of incidents and accidents and the responsibility to conduct an immediate investigation of the cause. The applicant has indicated their intention to achieve and maintain compliance with the reporting and investigation of each incident and accident involving a resident, employee, and/or visitor.

The applicant acknowledges an understanding of the administrative rules regarding the handling of resident funds and valuables and intends to comply.

The applicant acknowledges their responsibility to obtain all of the required forms and signatures that are to be completed prior to, or at the time of each resident's admission to the home as well as the required forms and signatures to be completed for each resident on an annual basis. In addition, the applicant acknowledges their responsibility to maintain a current resident record on file in the home for each resident and the retention schedule for all of the documents contained within each resident's file. The applicant acknowledges their responsibility to provide a written discharge notice to the appropriate parties when a 30-day or less than 30-day discharge is requested.

D. Rule/Statutory Violations

The applicant was in compliance with the licensing act and applicable administrative rules at the time of licensure.

IV. RECOMMENDATION

I recommend issuance of a temporary license to this AFC adult small group home (capacity 1-3).



01/12/2018

Anthony Humphrey
Licensing Consultant

Date

Approved By:



01/12/2018

Mary E Holton
Area Manager

Date