



RICK SNYDER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

SHELLY EDGERTON
DIRECTOR

April 23, 2018

Gloria Campbell
Kadima Jewish Support Services For Adults with MI
15999 W Twelve Mile Rd
Southfield, MI 48076

RE: Application #: AS630383350
Sobel
19040 Green Spruce
Southfield, MI 48076

Dear Ms. Campbell:

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 4 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,

A handwritten signature in cursive script that reads "Mildred A. Schwarcz".

Mildred A. Schwarcz, Licensing Consultant
Bureau of Community and Health Systems
4th Floor, Suite 4B
51111 Woodward Avenue
Pontiac, MI 48342
(248) 860-3967

enclosure

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

I. IDENTIFYING INFORMATION

| | |
|-------------------------------|--|
| License Application #: | AS630383350 |
| Applicant Name: | Kadima Jewish Support Services For Adults with MI |
| Applicant Address: | 15999 W Twelve Mile Rd Southfield, MI 48076 |
| Applicant Telephone #: | (248) 559-8235 |
| Licensee Designee: | Gloria Campbell |
| Administrator: | Tiffany Lee |
| Name of Facility: | Sobel |
| Facility Address: | 19040 Green Spruce Southfield, MI 48076 |
| Facility Telephone #: | (248) 552-0213 |
| Application Date: | 06/07/2016 |
| Capacity: | 4 |
| Program Type: | PHYSICALLY HANDICAPPED DEVELOPMENTALLY DISABLED MENTALLY ILL |

II. METHODOLOGY

| | |
|------------|--|
| 06/07/2016 | Enrollment |
| 06/21/2016 | Application Incomplete Letter Sent Application/signature,1326/Administrator. |
| 06/21/2016 | Contact - Document Sent Act & Rules. |
| 06/28/2016 | File Transferred To Field Office Pontiac. |
| 06/30/2016 | Contact - Document Received Licensing file received from Central office |
| 07/11/2016 | Application Incomplete Letter Sent Requesting additional documentation needed prior to initial onsite inspection. |
| 02/17/2017 | Inspection Completed On-site |
| 03/29/2017 | Inspection Completed-BCAL Sub. Compliance |
| 05/08/2017 | Corrective Action Plan Received |
| 05/08/2017 | Corrective Action Plan Approved |
| 10/10/2017 | Contact - Face to Face Follow up inspection |
| 03/14/2018 | Application Complete/On-site Needed |
| 03/14/2018 | Inspection Completed-BCAL Full Compliance |

III. DESCRIPTION OF FINDINGS & CONCLUSIONS

A. Physical Description of Facility

The proposed facility is a two-story colonial structure, with a brick exterior and aluminum siding. It is located in a residential neighborhood in the city of Southfield, just within a few miles of community-based resources, such as retail stores, grocery stores, restaurants, public library, places of worship, hospital, and recreational facilities.

The main level consists of a living room, a dining room, a kitchen, and a staff office. The second level consists of four resident bedrooms and two full bathrooms. One of the

bathrooms adjoins Bedroom #1. The facility has a full unfinished basement. There is a two-car attached garage.

The facility utilizes the municipal water supply and sewage disposal system.

The furnace and hot water heater are located in the basement with a floor separation that includes a 1-3/4 inch solid core wood door equipped with an automatic self-closing device and positive latching hardware. The door is located at the top of stairs. The facility is equipped with an interconnected, hardwired smoke detection system, with battery backup, 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 | 15'6" x 11'5" | 177 | 1 |
| 2 | 12'5" x 10'10" | 134 | 1 |
| 3 | 11'6" x 11'6" | 132 | 1 |
| 4 | 10' x 11'4" | 113 | 1 |

The living and dining room areas measure a total of 334 square feet of living space. This exceeds the minimum of 35 square feet per resident requirement.

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 four (4) 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. Residents will be referred from Macomb Oakland Regional Center, Inc. (MORC)

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 and/or arrange 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

On 06/07/2016, the applicant, Kadima Jewish Support Services for Adults With MI (Kadima), submitted an application for a license to provide adult foster care services at 19040 Green Spruce Lane, Southfield. Kadima currently operates three licensed adult foster care small group homes in Oakland County. The proposed facility has been operating as a community mental health supported program as a personal residence/semi-independent living setting for four adults.

Kadima is a nonprofit corporation established in Michigan on 05/14/1984. Kadima submitted a financial statement and established an annual budget projecting expenses and income to demonstrate the financial capability to operate this adult foster care facility.

The Board of Directors of Kadima has submitted documentation appointing Gloria Campbell as Licensee Designee for this facility and Tiffany Lee as the Administrator of the facility.

Licensing record clearance requests were completed with no lein convictions recorded for Ms. Campbell, licensee designee, and for Ms. Lee, the administrator. Ms. Campbell and Ms. Lee submitted medical clearance requests with statements from their respective physicians documenting their good health and current TB-tine negative results.

Ms. Campbell and Ms. Lee have provided documentation to satisfy the qualifications and training requirements identified in the administrative group home rules. Ms. Campbell was a home manager for Kadima from 2007 until 2015. Ms. Campbell then assumed the position of an area manager in July of 2015. Ms. Campbell submitted documentation of her training and educational background. Ms. Lee has been employed with Kadima for a total of seven years, five years as a direct care worker and two years as a home manager. Ms. Lee submitted documentation of her training and educational background.

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

Ms. Campbell acknowledged 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.

Ms. Campbell 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),

and the related documents required to be maintained in each employee's record to demonstrate compliance.

Ms. Campbell acknowledged 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, Ms. Campbell 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.

Ms. Campbell acknowledged 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, Ms. Campbell acknowledged 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.

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

Ms. Campbell acknowledged 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. Ms. Campbell 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.

Ms. Campbell acknowledged an understanding of the administrative rules regarding the handling of resident funds and valuables and intends to comply.

Ms. Campbell acknowledged 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, Ms. Campbell acknowledged 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.

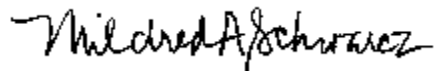
Ms. Campbell acknowledged their responsibility to provide a written discharge notice to the appropriate parties when a 30-day or less than 30-day discharge is requested.

D. Rule/Statutory Violations

The applicant, Kadima, is in compliance with the provisions of Act 258, Public Acts of 1979, as amended and all applicable administrative rules for an adult foster small group home (1 – 6).

IV. RECOMMENDATION

I recommend issuance of a temporary license to this adult foster care small group home (capacity 1-6). The licensed capacity is not to exceed four (4) adults.

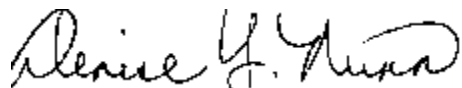


04/17/2018

Mildred A. Schwarcz
Licensing Consultant

Date

Approved By:



04/23/2018

Denise Y. Nunn
Area Manager

Date