



RICK SNYDER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

SHELLY EDGERTON
DIRECTOR

May 22, 2018

Imran Khan
Embrace Group Home, LLC
48662 Woodson Way
Canton, MI 48187

RE: Application #: AS630391850
Embrace Group Home of Novi
45350 West Ten Mile Rd
Novi, MI 48375

Dear Mr. Khan:

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 5 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, 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 #: AS630391850

Applicant Name: Embrace Group Home, LLC

Applicant Address: Woodson Way
Canton, MI 48187

Applicant Telephone #: (734) 624-5645

Administrator/Licensee Designee: Imran Khan

Name of Facility: Embrace Group Home of Novi

Facility Address: 45350 West Ten Mile Rd
Novi, MI 48375

Facility Telephone #: (734) 624-5645

Application Date: 12/18/2017

Capacity: 5

Program Type: DEVELOPMENTALLY DISABLED
ALZHEIMERS
AGED
TRAUMATICALLY BRAIN INJURED

II. METHODOLOGY

12/18/2017	Enrollment
12/21/2017	Contact - Document Sent Rules and Acts books
12/21/2017	Application Incomplete Letter Sent 1326 for Imran
02/21/2018	Contact - Document Received 1326 for Imran
02/21/2018	File Transferred To Field Office Pontiac
02/23/2018	Contact - Document Received Licensing file received from Central office
03/06/2018	Application Incomplete Letter Sent
03/16/2018	Contact - Telephone call made On-site inspection scheduled 03/23/2018 at 10:00 am
03/16/2018	Application Complete/On-site Needed
03/23/2018	Inspection Completed-BCAL Sub. Compliance
03/23/2018	Inspection Completed On-site
03/23/2018	Inspection Completed-BCAL Sub. Compliance
04/27/2018	Inspection Completed On-site
05/10/2018	Inspection Completed-BCAL Sub. Compliance Last on-site inspection conducted on 04/27/2018
05/10/2018	Application Incomplete Letter Sent Emailed Imran Khan to request verification that he has at least 1 year of experience with working with the TBI population
05/15/2018	Contact - Document Received Received verification that Imran Khan has at least 1 year of experience with working with the TBI population
05/17/2018	Inspection Completed-BCAL Full Compliance Last on-site inspection conducted on 04/27/2018

III. DESCRIPTION OF FINDINGS & CONCLUSIONS

A. Physical Description of Facility

This facility is a single level ranch located in the city of Novi. The facility consists of a living room, three resident bedrooms, one non-resident bedroom, one full bathroom, a laundry room with an attached lavatory, and a kitchen with an attached office space area. There is also an open space area consisting of the dining room and a sitting room. This facility is not wheelchair accessible. This facility utilizes public water and sewage.

The gas furnace and hot water heater are located in a room that is constructed of materials that provide a 1-hour-fire-resistance rating with a 1¾ inch solid core door in a fully stopped frame, equipped with an automatic self-closing device and positive-latching hardware. 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	10' x 11'1" -2' x 6'8"	96.66	1
2	13'8" x 11' -2' x 2'5"	145.53	2
3	20'11" x 13'5" -9'10" x 3'5"	247.13	2

Total capacity: 5

The living, dining, and sitting room areas measure a total of 615.55 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 **five** (5) 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 **five** (5) 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, and/or private pay individuals as a referral source.

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 Embrace Group Home, LLC, which is a "Domestic Limited Liability Company", was established in Michigan, on 10/18/2013. The applicant 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 members of Embrace Group Home, LLC have submitted documentation appointing Imran Khan as Licensee Designee and Administrator of the facility.

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

Mr. Khan have provided documentation to satisfy the qualifications and training requirements identified in the administrative group home rules. Mr. Khan has served as licensee designee and administrator of Embrace Group Home (AS820352361) since 06/18/2014, working with populations consisted of physically handicapped, aged, and Alzheimer's. In addition, Mr. Khan has worked with the developmentally disabled and TBI populations at Axion Home since 2006.

The staffing pattern for the original license of this **five** (5) bed facility is adequate and includes a minimum of 1 staff –to- 5 residents per shift. Mr. Khan acknowledged that the staff –to- resident ratio will change to reflect any increase in the level of supervision, protection, or personal care required by the residents. Mr. Khan indicated that direct care staff will be awake during sleeping hours.

Mr. Khan acknowledged that at no time will this facility rely on "roaming" staff or other staff that are on duty and working at another facility to be considered part of this facility's staff –to- resident ratio or expected to assist in providing supervision, protection, or personal care to the resident population.

Mr. Khan acknowledged an understanding of the qualifications, suitability, and training 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.

Mr. Khan 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.

Mr. Khan 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, Mr. Khan indicated that resident medication will be stored in a locked cabinet and that daily medication logs will be maintained on each resident receiving medication.

Mr. Khan acknowledged their responsibility to obtain all required good moral character, medical, and training documentation and signatures that are to be completed prior to each direct care staff or volunteer working directly with residents. In addition, Mr. Khan acknowledged their responsibility to maintain all required documentation in each employee’s record for each licensee or licensee designee, administrator, and direct care staff or volunteer and follow the retention schedule for those documents contained within each employee’s record.

Mr. Khan acknowledged an understanding of the administrative rules regarding the admission criteria and procedural requirements for accepting a resident into the home for adult foster care.

Mr. Khan acknowledged his responsibility to obtain the required written assessment, written assessment plan, resident care agreement, and health care appraisal 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 updating and completing those forms and obtaining new signatures for each resident on an annual basis.

Mr. Khan acknowledged his responsibility to maintain a current resident record on file in the home for each resident and follow the retention schedule for all of the documents that are required to be maintained within each resident’s file.

Mr. Khan acknowledged an understanding of the administrative rules regarding the handling of resident funds and valuables and intends to comply. Mr. Khan acknowledged that a separate *Resident Funds Part II BCAL-2319* form will be created for each resident in order to document the date and amount of the adult foster care

service fee paid each month and all of the resident's personal money transactions that have been agreed to be managed by the applicant.

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

Mr. Khan 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. Mr. Khan 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.

Mr. Khan acknowledged his responsibility to provide a written discharge notice to the appropriate parties when a 30-day or less than 30-day discharge is requested.

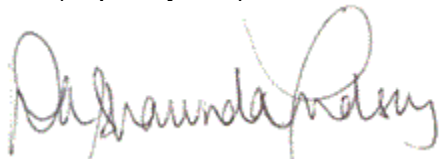
Mr. Khan acknowledged that residents with mobility impairments may only reside on the main floor of the facility.

D. Rule/Statutory Violations

Embrace Group Home, LLC 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 1-6).

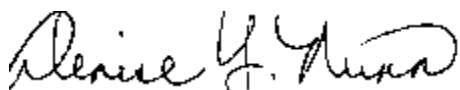


DaShawnda Lindsey
Licensing Consultant

05/17/2018

Date

Approved By:



05/22/2018

Denise Y. Nunn
Area Manager

Date