



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

ORLENE HAWKS
DIRECTOR

April 15, 2019

Paula Martinez
Autumn Ridge Gardens, LLC
5351 Three Mile Rd.
Bay City, MI 48706

RE: Application #:	AS090396835 Autumn Ridge Gardens 5351 Three Mile Rd Bay City, MI 48706
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Dear Ms. Martinez:

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 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,

Shamidah Wyden, Licensing Consultant
Bureau of Community and Health Systems
411 Genesee
P.O. Box 5070
Saginaw, MI 48605
989-395-6853

enclosure

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

I. IDENTIFYING INFORMATION

License #:	AS090396835
Applicant Name:	Autumn Ridge Gardens, LLC
Applicant Address:	5351 Three Mile Rd. Bay City, MI 48706
Applicant Telephone #:	(989) 284-8142
Licensee Designee:	Paula Martinez
Name of Facility:	Autumn Ridge Gardens
Facility Address:	5351 Three Mile Rd Bay City, MI 48706
Facility Telephone #:	(989) 284-8142
Application Date:	10/18/2018
Capacity:	6
Program Type:	PHYSICALLY HANDICAPPED DEVELOPMENTALLY DISABLED MENTALLY ILL AGED TRAUMATICALLY BRAIN INJURED ALZHEIMERS

II. METHODOLOGY

10/18/2018	Enrollment
10/22/2018	Application Incomplete Letter Sent Fps & 1326a for Michelle and AFC 100 for Paula
10/22/2018	Contact - Document Sent Rule and act
11/07/2018	Contact - Document Received 1326afp, RI030,AFC100
11/07/2018	File Transferred To Field Office Flint
12/04/2018	Application Incomplete Letter Sent
01/07/2019	Application Complete/On-site Needed
01/11/2019	Inspection Completed On-site
01/11/2019	Inspection Completed-BCAL Sub. Compliance
01/29/2019	Inspection Completed-Env. Health : A
04/02/2019	Inspection Completed-Env. Health : A Amended report received, dated 04/02/2019.
04/02/2019	Inspection Completed On-site
04/15/2019	Inspection Completed-BCAL Full Compliance
04/15/2019	Recommend License Issuance

A. Physical Description of Facility

Autumn Ridge Gardens is located in a rural area at 5351 Three Mile Rd Bay City, MI in Monitor Township. The home is owned by Crystal Ann Investments LLC and leased to Licensee Designee Paula Martinez, and lessee Michelle Velasquez. The home is close to the I-75 and MI-10 interchange. The home is a single story, four-bedroom home with vinyl siding and natural gas forced air heating and central air. The interior of the home includes four bedrooms, a living room, dining room, kitchen, two and a half bathrooms, and an attached garage.

The furnace and hot water heater are located in a room that is constructed of material that has a 1-hour-fire-resistance rating with a 1-3/4-inch solid core door 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. The furnace was inspected on 01/14/2019 by Paul's Plumbing & Heating, Inc. 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
North-1	15ft 4in X 13ft 7 in – (7ft 5.5 in X 1ft 7.5 in.)	196.2 sq. ft.	2
South East-2	11 ft 3.5 in X 11 ft 3 in	127 sq. ft.	1
South West-3	15ft 1 in X 11 ft 5in – (3ft 6 in X 3ft 10 in)	158.8 sq. ft.	2
NorthEast-4	11 ft 5.5 in X 7 ft	80.2 sq. ft.	1

The living, dining, and sitting room areas measure a total of 528.4 square feet of living space. This exceeds the minimum of 35 square feet per resident requirement.

Based on the above information, it is concluded that this facility can accommodate **six (6)** residents. It is the licensee's responsibility not to exceed the facility's licensed capacity.

The home is 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 **six (6)** male or female ambulatory adults whose diagnosis is developmentally disabled, mentally ill, aged, traumatically brain injured, or Alzheimer's, 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 the community through word of mouth, advertisements (brochures and website), Area on Aging etc.

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 through public transportation services. 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 local fitness centers, and libraries, adult day programs, shopping centers, and local parks.

C. Applicant and Administrator Qualifications

The applicant is Autumn Ridge Gardens, L.L.C., which is a “Domestic Limited Liability Company”, was established in Michigan, on September 11, 2018. 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 Board of Directors of Autumn Ridge Gardens, L.L.C. has submitted documentation appointing Paula Martinez as Licensee Designee for this facility and as the Administrator of the facility.

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

The licensee designee/administrator have 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 6-bed facility is adequate and includes a minimum of 1 staff –to- 6 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), L-1 Identity Solutions™ (formerly Identix ®), and the related documents required to be maintained in each employees 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.

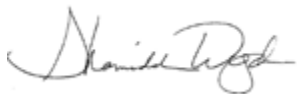
The applicant acknowledges their responsibility to provide a written discharge notice to the appropriate parties when a 30-day or less than 30-day discharge is requested.

D. Rule/Statutory Violations

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

VI. RECOMMENDATION

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

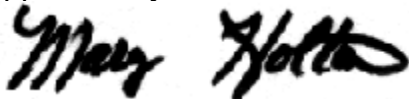


04/15/2019

Shamidah Wyden
Licensing Consultant

Date

Approved By:



04/15/2019

Mary E Holton
Area Manager

Date