



JENNIFER M. GRANHOLM
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF CONSUMER & INDUSTRY SERVICES
LANSING

DAVID C. HOLLISTER
DIRECTOR

October 29, 2003

Tracy Carter, Administrator
New Life Services Inc
7246 Westbury Blvd
West Bloomfield, MI 48322

RE: Application #: AS630252458
Dunham Group Home
3241 Dunham
Highland, MI 48357

Dear Ms. Carter:

Attached is the Original Licensing Study Report for the above referenced facility. You have submitted an acceptable written corrective action plan covering the violations cited in the report. 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 feel free to contact me with any questions. In the event that I am not available and you need to speak to someone immediately, please feel free to contact the local office at (248) 975-5053.

Sincerely,

Edward Ewell, Licensing Consultant
Bureau of Family Services
Suite 358
41000 Woodward
Bloomfield Hills, MI 48304
(248) 975-5089

enclosure

**MICHIGAN DEPT. OF CONSUMER & INDUSTRY SERVICES
BUREAU OF FAMILY SERVICES
LICENSING STUDY REPORT**

I. IDENTIFYING INFORMATION

License #: AS630252458

Applicant Name: New Life Services Inc

Applicant Address: 7246 Westbury Blvd
West Bloomfield, MI 48322

Applicant Telephone #: (248) 661-8795

Administrator/Licensee Designee: Tracy Carter, Designee

Name of Facility: Dunham Group Home

Facility Address: 3241 Dunham
Highland, MI 48357

Facility Telephone #: (248) 887-6565
10/08/2002

Application Date:

Capacity: 6

Program Type: PHYSICALLY HANDICAPPED
DEVELOPMENTALLY DISABLED

II. METHODOLOGY

10/08/2002	Enrollment
10/08/2002	Contact - Document Received Application materials received.
10/08/2002	Inspection Report Requested - Health
05/08/2003	Inspection Completed-Env. Health : A
05/14/2003	Comment Original application/data received from Lansing
10/22/2003	Inspection Completed On-site
10/22/2003	Inspection Completed-BFS Sub. Compliance
10/27/2003	Corrective Action Plan Received
10/28/2003	Corrective Action Plan Approved
10/29/2003	Inspection Completed-BFS Full Compliance

III. DESCRIPTION OF FINDINGS & CONCLUSIONS

A. Physical Description of Facility

The facility is a single story ranch home (formerly licensed as the Dunham AIS Home), containing 2510 square feet with a full basement. This facility is on a five-acre parcel of land in Highland Michigan, in the western portion of Oakland County. The neighborhood is characterized as semi-rural with single-family homes on large parcels of land. The facility is located within four miles of convenient neighborhood shopping outlets located along the Highland Road (M-59) corridor. The home has four bedrooms with one being used as a resident program room. In addition to the bedrooms, the home has a kitchen, dinning room, family room and living room. Outside of the kitchen, these areas contain 483 square feet of living space to accommodate six residents. There are two barrier free bathrooms to accommodate the residents and staff. Both the furnace and hot water heater are located in the basement with adequate fire safety enclosure. An inch and three quarter solid core, hard wood door with a self closer is located at the top of the basement stairs.

The resident bedrooms are designated as follows:

- Bedroom #1 contains 160 square feet and will accommodate two residents.
- Bedroom #2 contains 165 square feet and will accommodate two residents.
- Bedroom #3 contains 165 square feet and will accommodate two residents.

The State of Michigan is leasing the home from the Larkin Residential Construction Company Inc., from June 1, 1992 thru May 31, 2012. There is a copy of the lease on file to verify control of the property.

The facility has both private water and sewer systems. An Environmental Health inspection was completed on May 8, 2003 with a "Substantial Compliance" rating. During the inspection of 10/22/2003, the water temperature measured 112 degrees Fahrenheit at the kitchen tap.

The consultant conducted a fire safety inspection on 10/22/2003 and found the facility to be in full compliance with applicable Fire Safety Rules and Regulations. The home is equipped with an electrically powered interconnected hard-wired smoke detection system that is audible in all sleeping rooms with the doors closed. The home also has a sprinkler system that was installed in 1992. There are two fire extinguishers on the ground floor and one in the basement.

Zoning approval is not required for this facility as it meets the provisions of the Federal Fair Housing Amendments Acts.

B. Program Description

The facility licensee will be the New Life Services Incorporated. Their staff shall provide assistance and supervision to the resident's with developmental disabilities. The corporation's organization structure shows Lon Hetchler as President, Sandy Hetchler Secretary/Treasurer and four persons listed as the Board of Directors. These are:

- Jaqueline Kinnebrew
- Donald Schmidt
- Laura Pobursky-Kidder
- Tracy Carter

The corporate administrator is Tracy Carter who has over 15 years of experience in working with the developmentally disabled population. The Dunham Group Home Objectives are as follows:

- To provide a home-like setting for Developmentally Disabled adults 18 years or older.
- To provide an environment to encourage growth, both social and psychological.
- To provide an environment to maximize learning potential.
- To be contracted with and monitored by Macomb-Oakland Regional Center, Inc.

The home will provide comprehensive residential services to the residents who are diagnosed as developmentally disabled. The gender of the residents will be male or female. All direct care staff will be qualified with experience, training and certified with first aid and CPR. The corporation makes police record checks before hiring to

ascertain the good moral character of each staff. Also, each employee must have at least three references that attest to their good moral character. In summary, the facility will offer a developmental disabled program to residents which includes the following elements:

- 24-hour assistance by trained staff, including medication supervision.
- Room and Board.
- Personal laundry and linens, towels, etc.
- Individual and group activities.
- Case management.
- Transportation to and from medical services providers.
- Personal adjustment services.
- Training in the residents' activities of daily living.

At the final inspection of 10/22/2003, administrative rule requirements for facility records, resident records and employee records were discussed. The consultant provided an in-service to the home manager and direct care staff on the Department's requirements for record keeping.

C. CONCLUSION

At the final inspection of 10/22/2003, the applicant was found to be in compliance with the Department's Administrative Rules and Regulations covering Quality of Care, Environmental Health, Physical Plant Rules and Fire Safety Rules.

IV. RECOMMENDATION

It is recommended that the department issue a temporary adult foster care license to the home for a developmental disabled and physically handicapped program. The program shall include six (6) adults; male or female for the facility located at 3241 Dunham Drive, Highland Michigan 48341, in Oakland County. A temporary license will be in effect for a six (6) month period. The department will conduct another licensing renewal study after six months.

Edward Ewell
Licensing Consultant

Date

Approved By:

Barbara Smalley
Area Manager

Date

