



GRETCHEN WHITMER  
GOVERNOR

STATE OF MICHIGAN  
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS  
LANSING

ORLENE HAWKS  
DIRECTOR

January 20, 2021

Diane Vondette  
Comfort Care Senior Living LLC  
4180 Tittabawassee  
Saginaw, MI 48603

RE: Application #: AL790406035  
Vassar Comfort Care  
5830 Frankenmuth  
Vassar, MI 48768

Dear Ms. Vondette:

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 20 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 (517) 284-9730.

Sincerely,

A handwritten signature in blue ink that reads "Kathryn A. Huber".

Kathryn A. Huber, Licensing Consultant  
Bureau of Community and Health Systems  
411 Genesee  
P.O. Box 5070  
Saginaw, MI 48605  
(989) 293-3234

enclosure

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

**I. IDENTIFYING INFORMATION**

<b>License #:</b>	AL790406035
<b>Applicant Name:</b>	Comfort Care Senior Living LLC
<b>Applicant Address:</b>	4180 Tittabawassee Saginaw, MI 48603
<b>Applicant Telephone #:</b>	(989) 607-0001
<b>Administrator:</b>	Emily Matuszak
<b>Licensee Designee:</b>	Diane Vondette
<b>Name of Facility:</b>	Vassar Comfort Care
<b>Facility Address:</b>	5830 Frankenmuth Vassar, MI 48768
<b>Facility Telephone #:</b>	(989) 607-0001
<b>Application Date:</b>	10/02/2020
<b>Capacity:</b>	20
<b>Program Type:</b>	PHYSICALLY HANDICAPPED AGED ALZHEIMERS DEVELOPMENTALLY DISABLED

## II. METHODOLOGY

10/02/2020	Enrollment
10/06/2020	Application Incomplete Letter Sent AFC 100 & 1326 needs a signature, RI030, Fps
10/06/2020	Contact - Document Sent forms
11/05/2020	Contact - Document Received 1326, ri030, AFC 100
12/15/2020	Application Incomplete Letter Sent
01/08/2021	Inspection Completed-Fire Safety: A
01/13/2021	Application Complete/On-site Needed
01/13/2021	Inspection Completed-Env. Health: A
01/13/2021	Inspection Completed On-site

## III. DESCRIPTION OF FINDINGS & CONCLUSIONS

### A. Physical Description of Facility

The property known as Vassar Comfort Care is located at 5830 Frankenmuth Road, Vassar, Michigan 48768. The property is being purchased by Comfort Care Senior Living LLC with Independent Bank as the mortgage holder. The property is situated on a 5.0-acre lot in Tuscola Township. On January 19, 2021, Licensee Diane Vondette was advised by the Tuscola Township Clerk that the property did not have to be rezoned as it is already zoned for an adult foster care with the same populations as Vassar Fields. Vassar Fields secured zoning approval on February 17, 2015. This facility was previously licensed from April 28, 2017 continuously through January 21, 2021 as Vassar Fields Assisted Living (AL790381795).

Vassar Comfort Care is barrier free and features contemporary styling with upscale furnishings and interior décor. The exterior of the home features professionally landscaped patios surrounded by attractive fencing and plenty of land where residents can watch a family of deer roam by. The facility is built upon a full basement separated by a crawl space. The facility has a large gathering room, dining room, private dining room, kitchen, medication room, office, laundry room, beauty salon, public bathroom, employee break room, visitation room, and twenty private bedrooms. All the private bedrooms are equipped with bathrooms, 9 of which are full bathrooms. Also, five of the remaining bedrooms are equipped with a kitchenette. The facility is heated and air conditioned with separate thermostatic controls in each bedroom. The facility is serviced by public water and sewage systems. The capacity of this facility will enable twenty (20) male and female residents to utilize as private bedrooms. Wheelchair users will be accepted. There is ample space in the facility bedrooms for non-affected spouses to reside with prior Department approval. Abundant parking is available on a paved lot.

The facility is equipped with four natural gas furnaces, on in the basement of the facility and three hot water heaters are located in the basement with a 1-3/4inch solid core door equipped with an automatic self-closing device and positive latching hardware located at the bottom and top of the stairs. Three additional natural gas furnaces are in the crawl space and they are constructed of material that has a 1-hour-fire resistance rating. The facility is equipped with interconnected, hardwire smoke detection system, with battery backup, which was installed by a licensed electrician and is fully operational. The facility is also sprinkled with a hydrant dedicated to the sprinkling system located next to the building. Fire extinguishers and emergency evacuations plans are placed throughout the facility.

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

Bedroom #	Room Dimensions	Total Square Footage	Total Resident Beds
1	25'3" X 16'10"	425	1
2	25'3" X 16'10"	425	1
3	23'9" X 16'10"	400	1
4	25'3" X 16'10"	425	1
5	23'9" X 16'10"	400	1
6	13' X 18'5"	239	1
7	13' X 18'5"	239	1
8	13' X 18'5"	239	1
9	13' X 18'5"	239	1
10	15'8" X 18'1"	283	1
11	15'8" X 18'1"	283	1
12	15'8" X 18'1"	283	1
13	13' X 18'5"	239	1
14	13' X 18'5"	239	1
15	13' X 18'5"	239	1

16	13' X 18'5"	239	1
17	13' X 18'5"	239	1
18	13' X 18'5"	239	1
19	13' X 18'5"	239	1
20	13' X 18'5"	239	1

The gathering room, dining room, and private dining room areas measure a total of 1654.5 square feet of living space. This exceeds the minimum of 35 square feet per resident requirement.

On January 8, 2021, the Bureau of Fire Services determined Vassar Comfort Care in compliance with the fire safety rules for Adult Foster Care Large Group homes.

On January 13, 2021, it was determined that Vassar Comfort Care was in compliance with the Environmental Health Rules for Adult Foster Care Large Group Homes.

On January 13, 2021, I determined that Vassar Comfort Care was in compliance with the Maintenance of Premises Rules for Adult Foster Care Large Group Homes. Based on the above information, it is concluded that this facility can accommodate twenty (20) 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. Vassar Comfort Care intends to provide 24-hour supervision, protection and personal care to twenty (20) male or female Aged adults whose diagnosis is Developmentally Disabled, Physically Handicapped, Mentally Ill and/or diagnosed with Alzheimer's disease or related dementia, 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 may be referred from Commissions on Ageing, waiver programs, hospitals, and nursing homes.

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 either arrange or provide all transportation for program and medical needs. Vassar Comfort Care 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 Vassar Comfort Care Senior Living, L.L.C., which is a “Domestic Limited Liability Company”, was established in Michigan, on March 10, 2016. 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 Vassar Comfort Care Senior Living, L.L.C. has submitted documentation appointing Diane Vondette as Licensee Designee for this facility and Emily Matuszak as the Administrator of the facility.

A licensing record clearance request was completed with no in convictions recorded for the Licensee Designee Diane Vondette and the Administrator Emily Matuszak. Licensee Designee Diane Vondette and Administrator Emily Matuszak submitted a medical clearance request with statements from a physician documenting their good health and current TB-tine negative results.

Diane Vondette, Licensee Designee and Emily Matuszak, 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 20-bed facility is adequate and includes a minimum of 2-staff-to-20 residents per shift, depending on the resident’s needs. All staff shall be awake during sleeping hours.

Licensee Designee Diane Vondette and Administrator Emily Matuszak acknowledge 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.

Diane Vondette, Licensee Designee and Emily Matuszak, Administrator, 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.identogo.com](http://www.identogo.com)) (Formerly L-1Enrollment, by Morpho Trust), and the related documents required to be maintained in each employees record to demonstrate compliance.

Licensee Designee Diane Vondette and Administrator Emily Matuszak acknowledge 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.

Licensee Designee Diane Vondette and Administrator Emily Matuszak acknowledge 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.

Licensee Designee Diane Vondette and Administrator Emily Matuszak acknowledge 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.

Licensee Designee Diane Vondette and Administrator Emily Matuszak acknowledge 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.

Diane Vondette, Licensee Designee, and Emily Matuszak, Administrator acknowledge an understanding of the administrative rules regarding the handling of resident funds and valuables and intends to comply.

Licensee Designee Diane Vondette and Administrator Emily Matuszak acknowledge 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 the documents contained within each resident's file.

Licensee Designee Diane Vondette and Administrator Emily Matuszak acknowledge 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 on January 22, 2021 to this adult foster care large group home (capacity 20).

*Kathryn Huber*

01/20/2021

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Kathryn A. Huber  
Licensing Consultant

Date

Approved By:

*Mary Holton*

01/20/2021

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Mary E Holton  
Area Manager

Date