



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

ORLENE HAWKS
DIRECTOR

November 17, 2020

Kozy Komfort Battle Creek AFC LLC
439 W Columbia Ave
Battle Creek, MI 49015

RE: Application #: AS130403443
Kozy Komfort Battle Creek AFC LLC
261 Beachfield Dr
Battle Creek, MI 49015

Dear Kozy Komfort Battle Creek AFC LLC:

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 (517) 284-9730.

Sincerely,

A handwritten signature in cursive script that reads "Ondrea Johnson".

Ondrea Johnson, Licensing Consultant
Bureau of Community and Health Systems
322 E. Stockbridge Ave
Kalamazoo, MI 49001

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

I. IDENTIFYING INFORMATION

License #: AS130403443

Licensee Name: Kozy Komfort Battle Creek AFC LLC

Licensee Address: 261 Beachfield Dr
Battle Creek, MI 49015

Licensee Telephone #: (269) 359-5606

Administrator: Nidhi Mishra

Licensee Designee: Ramchandra Mishra

Name of Facility: Kozy Komfort Battle Creek AFC LLC

Facility Address: 261 Beachfield Dr
Battle Creek, MI 49015

Facility Telephone #: (269) 964-4580

Application Date: 02/10/2020

Capacity: 6

Program Type: PHYSICALLY HANDICAPPED
MENTALLY ILL
ALZHEIMERS
AGED

II. METHODOLOGY

02/10/2020	On-Line Enrollment
02/11/2020	Contact - Telephone call received Licensee called to state he meant to fill out the corporate application. application was being sent out by mail, but I emailed him a copy as well
04/02/2020	Contact - Document Received 1326/RI 030 for Licensee and AFC 100 for Admin
04/02/2020	Lic. Unit file referred for background check review AFC Fingerprint hit. referred to C Pilarski for review
04/27/2020	Lic. Unit received background check file from review NS for Ramchandra Mishra and continue processing per C Pilarski
04/27/2020	File Transferred To Field Office Lansing
05/26/2020	Application Incomplete Letter Sent
06/05/2020	Documents Received-
09/01/2020	Application Complete/On-site Needed
09/01/2020	Inspection Completed-On-site
09/02/2020	Confirming Letter Sent
09/02/2020	Inspection Completed-BCAL Full Compliance
11/02/2020	Inspection Completed- BCAL Full Compliance- interconnected smoke detection system completed.

III. DESCRIPTION OF FINDINGS & CONCLUSIONS

A. Physical Description of Facility

Kozy Komfort Battle Creek AFC LLC is a ranch style home located in a subdivision near the heavily populated Capital Avenue in Battle Creek, MI. Along Capital Avenue are numerous restaurants including but not limited to Panera Bread, Denny's, Sweetwater's Donut Mill, and Cracker Barrel Old Country Store. Lakeview Square Mall, which is home to numerous retail stores, is also located 1.7 miles south of the home. There is also a local library branch, city zoo, and many churches within few miles of the AFC small group home.

Upon entering the home at the main level is a hallway that goes to the entrance to the dining room. To the south of the dining room is the living room and to the east is the kitchen. The home is wheelchair accessible with two approved means of egress on the main level of the home with a ramp located at the front main entrance. This ramp is shared with the two approved means of egress each of which exits from a different section of the facility. Consequently, if there were an emergency residents would be able to utilize at least one of these exits. There is an additional third egress which has steps so it is not wheelchair accessible but is able to be used by residents/staff if necessary.

Within the home are six private resident bedrooms. All six resident bedrooms are located on the west side of the main level of the home. The home has a private living area that is located on the east side of the main level of the home that will not be utilized by residents. There is one bedroom in the basement of the home that will be utilized by live-in staff who will reside in the home. The staff bedroom in the basement has an exit door leading directly to the outside of the home. Residents do not have access to the basement of the home.

Located on the west side of the main level of the home are two half bathrooms and one full bathroom available to residents. Located on the east side of the home, is one full bathroom for staff use. In the basement, there is one half bathroom and bathtub in the live-in staff bedroom for staff use. The home utilizes public water supply and public sewer system.

The furnace and hot water heater are gas fueled and located in the basement of the home. The furnace and hot water are enclosed in an approved heating plant room. The heating plan room is equipped with a 1-3/4 inch solid core door 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. During the on-site inspection, the facility was determined to be in substantial compliance with applicable fire safety and environmental health rules.

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

Bedroom #	Room Dimensions	Total Square Footage	Total Resident Beds
1	17.3' X 9.2' 2.8' X 4.4'	161.5'	1
2	10.3' X 10.8'	111.2'	1
3	13.5' X 7.9'	106.7'	1
4	11.8' X 9.5'	112.5'	1
5	11.5' X 10.2' 5.5' X 3.8'	137.8'	1
6	10.2' X 4.7' 10.2' X 9.7'	146'	1

The living, dining, and sitting room areas measure a total of 435.5 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 six 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 **six** (6) male or female adults whose diagnosis is physically handicapped, mentally impaired, Alzheimer's disease and aged 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 private sources for payment and the Summit Pointe Community Mental Health Services.

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.

In addition to the above program elements, it is the intent of the applicant to make provisions for a variety of leisure and recreational equipment. It is the intent of this facility to utilize local community resources for recreational activities including Summit Pointe, local churches, local grocery stores, local restaurants, and local parks. These resources provide an environment to enhance the quality of life and increase the independence of residents.

C. Rule/Statutory Violations

The applicant Kozy Komfort Battle Creek AFC, L.L.C., which is a "Domestic Limited Liability Company", was established in Michigan, on 11/12/2019. 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 Kozy Komfort Battle Creek AFC, L.L.C. have submitted documentation appointing Ramchandra Mishra as Licensee Designee and Nidhi Mishra as the Administrator for this facility.

A criminal history check was conducted and determined that the licensee designee and administrator are of good moral character and eligible for employment in a licensed

adult foster care facility. Ramchandra Mishra and Nidhi Mishra submitted a statement from a physician documenting good health and current TB-tine negative results.

Ramchandra Mishra provided documentation to satisfy the qualifications and training requirements identified in the administrative group home rules. Nidhi Mishra has provided documentation to satisfy the qualifications and training requirements identified in the administrative group home rules. Ramchandra Mishra and Nidhi Mishra has provided direct care services to both the mentally ill and developmentally disabled populations for several years as well as aged individuals and those with physical handicaps.

The staffing pattern for the original license of this six bed facility is adequate and includes a minimum of one staff-to-six residents per shift. The applicant 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. The applicant has indicated that direct care staff will be awake during sleeping hours.

The applicant 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.

The applicant acknowledges 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.

The applicant acknowledges 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.

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 designee 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 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, the applicant acknowledges 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.

The applicant acknowledges an understanding of the administrative rules regarding the admission criteria and procedural requirements for accepting a resident into the home for adult foster care.

The applicant acknowledges their 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.

The applicant acknowledges their 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.

The applicant acknowledges an understanding of the administrative rules regarding the handling of resident funds and valuables and intends to comply. The applicant acknowledges 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.

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

The applicant acknowledges that residents with mobility impairments may only reside on the main floor of the facility.

D. Rule/Statutory Violations

Compliance with the licensing act and administrative rules related to the physical plant has been determined. Compliance with administrative rules related to quality of care will be assessed during the temporary license period.

IV. RECOMMENDATION

I recommend issuance of a six-month temporary license to this adult foster care small group home with a capacity of six residents.



Ondrea Johnson
Licensing Consultant

11/02/2020
Date

Approved By:



11/17/2020

Dawn N. Timm
Area Manager

Date