



GRETCHEN WHITMER  
GOVERNOR

STATE OF MICHIGAN  
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS  
LANSING

ORLENE HAWKS  
DIRECTOR

June 11, 2021

Linda Bazzi  
Hallmark Adult Living  
7748 Coleman  
Dearborn, MI 48126

RE: Application #: AS630406718  
Isabella Rose Manor  
18580 W. Nine Mile Road  
Southfield, MI 48075

Dear Ms. Bazzi:

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 six 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 that reads "Kristen Donnay".

Kristen Donnay, Licensing Consultant  
Bureau of Community and Health Systems  
4th Floor, Suite 4B  
51111 Woodward Avenue  
Pontiac, MI 48342  
(248) 296-2783

enclosure

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

**I. IDENTIFYING INFORMATION**

<b>License #:</b>	AS630406718
<b>Applicant Name:</b>	Hallmark Adult Living
<b>Applicant Address:</b>	7748 Coleman Dearborn, MI 48126
<b>Applicant Telephone #:</b>	(313) 671-9171
<b>Licensee Designee/Administrator:</b>	Linda Bazzi
<b>Name of Facility:</b>	Isabella Rose Manor
<b>Facility Address:</b>	18580 W. Nine Mile Road Southfield, MI 48075
<b>Facility Telephone #:</b>	(248) 809-9727
<b>Application Date:</b>	12/08/2020
<b>Capacity:</b>	6
<b>Program Type:</b>	MENTALLY ILL

## II. METHODOLOGY

12/08/2020	Enrollment
12/10/2020	Application Incomplete Letter Sent App - Update; add'l \$25; IRS letter
12/10/2020	Contact - Document Received App - Updated; IRS letter; AFC100, med clearance, & TB for Linda (LD & admin)
12/15/2020	Contact - Document Received Add'l \$25; ck #1092
12/23/2020	File Transferred To Field Office Pontiac
01/05/2021	Contact - Document Received Licensing file received from Central office
01/27/2021	Contact - Document Received Proof of ownership
02/02/2021	Application Incomplete Letter Sent
03/03/2021	Contact - Document Received Policies, procedures, qualifications
05/28/2021	Inspection Completed On-site
05/28/2021	Inspection Completed- BCAL Full Compliance
05/28/2021	Contact - Document Received Updated budget, discharge policy, and resume
06/01/2021	Contact - Document Received Training verification for licensee designee
06/02/2021	Contact - Document Received Experience/qualifications for licensee designee
06/02/2021	Application Complete

### III. DESCRIPTION OF FINDINGS & CONCLUSIONS

This evaluation is based upon the requirements of P.A. 218 of the Michigan Public Acts of 1979, as amended, and the Administrative Rules and Regulations applicable to the licensure of small group facilities (1-6), licensed or proposed to be licensed after 05/24/1994.

#### A. Physical Description of Facility

Isabella Rose Manor is located in a residential area at 18580 W. Nine Mile Rd., Southfield, MI 48075. The home is a single-story structure with a full basement. The first floor of the home consists of a living room, dining room, kitchen, 1½ bathrooms, two double occupancy bedrooms, and two single occupancy bedrooms. The home is not wheelchair accessible.

Isabella Rose Manor is located approximately one mile away from Ascension Providence Hospital, which includes a 24/7 emergency department. The Southfield Police Department will respond to emergency calls from the home. The home is located in a suburban area near many restaurants, recreational facilities, hospitals, shopping centers, and places of worship.

The furnace and hot water heater are located in a utility room in the basement that is equipped with a 1¾ inch solid core door equipped with an automatic self-closing device and positive latching hardware. The facility is equipped with an interconnected, hardwired smoke detection system, with battery backup, which is fully operational. The home has public water and sewer.

The bedroom and bathroom doors are equipped with positive latching, non-locking against egress hardware. All of the bedrooms have adequate space, bedding, and storage. All of the bedrooms have a chair and mirror. During the onsite inspection, I observed that the home was in substantial compliance with rules pertaining to maintenance and sanitation. The refrigerator and freezer are equipped with thermometers. I measured the water temperature with a digital thermometer, and it was between 105-120° F.

Bedrooms were measured during the onsite inspection and have the following dimensions:

Bedroom #	Room Dimensions	Total Square Footage	Total Resident Beds
1	10.8 x 13.2	142.6	2
2	8.9 x 9.8	87.2	1
3	8.6 x 20.8 (-4.3 x 1.8 wardrobe)	171.2	2
4	11.3 x 11.6 (-4.3 x 1.8 wardrobe)	123.4	1

**Total capacity: 6**

The living room and dining room areas offer a total of 336.8 square feet of living space, which exceeds the required 35 square feet of living space for six residents.

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 Isabella Rose Manor were reviewed and accepted as written. Isabella Rose Manor will provide supervised adult foster care services 24 hours per day, seven days a week to residents with mental illness.

The program and support services provided at Isabella Rose Manor will build upon the individual's capacity to engage in activities that will promote community integration. The program will recognize, honor, and respect the individual's preferences, choices, and abilities. The program will include necessary basic self-care and habilitation training for the residents. Basic self-care will teach and reinforce skills in dressing, grooming, eating, bathing, toileting, and following simple directions. The facility will coordinate with outside agencies to provide mental health and health care services. Social education training will be provided through group programs and utilization of community and recreational facilities. Adult activity or day programming will be available to the residents as well, to help residents develop social and prevocational skills.

The proposed 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 may need to be adjusted to provide the level of supervision or personal care required by the residents due to changes in their behavioral, physical, or medical needs.

## **C. Applicant and Administrator Qualifications**

The applicant is Hallmark Adult Living, which is a "Domestic Nonprofit Corporation", established in Michigan on 12/20/2019. The applicant has established an annual budget projecting expenses and income to demonstrate the financial capability to operate this adult foster care facility. Hallmark Adult Living has appointed Linda Bazzi as the licensee designee and administrator of the facility.

A criminal history background check was completed for the licensee designee, Linda Bazzi. She was determined to be of good moral character to provide licensed adult foster care. Ms. Bazzi submitted a current medical clearance with a statement from a physician documenting good health and tuberculosis negative results.

Ms. Bazzi meets the qualifications and training requirements identified in the administrative group home rules. Ms. Bazzi earned an Associate Degree from

Schoolcraft College in criminal justice and homeland security. She has over two years of experience as an in-home care provider and as a direct care worker in an adult foster care facility providing care and supervision for residents who are mentally ill, developmentally disabled, nonverbal, and physically handicapped.

Ms. Bazzi 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.

Ms. Bazzi acknowledged an understanding of the responsibility to assess the good moral character of employees and acknowledges the requirement for obtaining criminal record checks of employees and contractors who have regular, ongoing "direct access" to residents or resident information or both utilizing the Michigan Long Term Care Partnership website ([www.miltcpartnership.org](http://www.miltcpartnership.org)) and the related documents required to demonstrate compliance.

Ms. Bazzi acknowledged an understanding of the administrative rules regarding medication procedures and assured that only those direct care staff who have received medication training and have been determined competent by the licensee or licensee designee will administer medication to residents. In addition, Ms. Bazzi has indicated that resident medication will be stored in a locked cabinet and that daily medication logs will be maintained for each resident receiving medication.

Ms. Bazzi acknowledged the 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, Ms. Bazzi acknowledged the responsibility to maintain a current employee record on file in the home for the licensee, administrator, and direct care staff or volunteers and to follow the retention schedule for all of the documents contained within the employee file.

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

Ms. Bazzi acknowledged the responsibility to obtain the required 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.

Ms. Bazzi acknowledged the 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.

Ms. Bazzi acknowledged an understanding of the administrative rules regarding the handling of resident funds and valuables and intends to comply. Ms. Bazzi

acknowledged that a separate Resident Funds Part II BCAL-2319 form will be completed 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 residents' personal money transactions that have been agreed to be managed by Hallmark Adult Living.

Ms. Bazzi acknowledged an understanding of the administrative rules requiring that each resident be informed of their resident rights and provided with a copy of those rights and indicated the intent to respect and safeguard these resident rights.

Ms. Bazzi acknowledged an understanding of the administrative rules regarding the requirements for written and verbal reporting of incidents and accidents and the responsibility to conduct an immediate investigation of the cause.

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

### **C. Rule/Statutory Violations**

The facility has been determined to be in compliance with the applicable administrative rules and the licensing statute, based upon the onsite inspection conducted and the licensee's intent to comply with all administrative rules for a small group home as well as the licensing act, Public Act 218 of 1979, as amended.

## **IV. RECOMMENDATION**

I recommend issuance of a six-month temporary license to this adult foster care facility, Isabella Rose Manor, with a capacity of six residents.



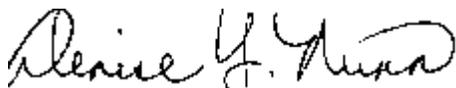
06/11/2021

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Kristen Donnay  
Licensing Consultant

Date

Approved By:



06/11/2021

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Denise Y. Nunn  
Area Manager

Date