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GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

ORLENE HAWKS
DIRECTOR

July 1, 2019

Jamie Kunkel
Maple Ridge Living Center LLC
P.O. Box 677
Lake City, MI 49651

RE: Application #: AL830395316
Maple Ridge Living Center Cadillac
9072 S. Mackinaw Trail
Cadillac, MI 49601

Dear Ms. Kunkel:

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) 284-9720.

Sincerely,

A handwritten signature in cursive script that reads "Julie Elkins".

Julie Elkins, Licensing Consultant
Bureau of Community and Health Systems
611 W. Ottawa Street
P.O. Box 30664
Lansing, MI 48909

enclosure

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

I. IDENTIFYING INFORMATION

License #:	AL830395316
Applicant Name:	Maple Ridge Living Center LLC
Applicant Address:	2575 W Houghton Lake Rd Lake City, MI 49651
Applicant Telephone #:	(269) 229-4416
Administrator:	Jamie Kunkel
Licensee Designee:	Jamie Kunkel
Name of Facility:	Maple Ridge Living Center Cadillac
Facility Address:	9072 S. Mackinaw Trail Cadillac, MI 49601
Facility Telephone #:	(231) 878-2823
Application Date:	07/19/2018
Capacity:	20
Program Type:	AGED

II. METHODOLOGY

07/19/2018	Enrollment
08/03/2018	Application Incomplete Letter Sent
05/12/2019	Inspection Completed-Fire Safety: A
06/11/2019	Inspection Completed-Environmental: A
06/25/2019	Inspection Completed On-site
06/25/2019	Inspection Completed-BCAL Full Compliance

III. DESCRIPTION OF FINDINGS & CONCLUSIONS

A. Physical Description of Facility

Maple Ridge Living Center Cadillac is a large, spacious, single story ranch-style facility located in Clam Lake Township, in Cadillac, Michigan. The facility is on ten acres and is over 6,000 square feet. Restaurants, shopping, a bank, post office, library, community center and a variety of churches are available to residents in Cadillac, MI. The facility is located less than a half of mile from freeway US 131 and has ample parking for visitors and staff members. The front of the facility has a large covered entry way into the facility and the back of the facility has a covered patio ranging in size of approximately 333 square feet that is accessible to the residents which provides ample space for residents to enjoy fresh air and observe wildlife on the property surrounding the facility.

The main level of the facility has a roomy layout with 20 private resident bedrooms with attached half bathrooms, Direct TV for all bedrooms and common area televisions, internet, a large main living room, two smaller sitting rooms, and a large dining/activity. Additionally, the facility has two full bathrooms, two half bathrooms for employees and visitors, a kitchen, and laundry area. Although all of the resident bedrooms are private, they are large enough to accommodate a married couple in the same room, however the applicant understands the license capacity cannot be exceeded. The facility currently has half of the resident bedrooms furnished as it is their experience that most residents like to bring their own belongings for a most homelike feel, however the facility is willing to provide all of the required bedroom furniture if it is requested. The facility is also equipped with a backup generator that runs the entire facility if power goes out. The facility has an unfinished basement which houses the heat plant as well as the water heater, however this area will not be utilized or accessible to residents. The facility is wheelchair accessible and has four exits, two at the main grade level of the

facility so wheelchair ramps are not required. One wheelchair accessible entrance/exit is located at the front of the facility and the other is located near the back/west side of the facility. Hallways and door widths inside of the facility are able to accommodate individuals who use wheelchairs to assist with mobility. An additional amenity offered by the facility is beautician services. A small beauty shop, with one licensed beautician, will be housed at the facility and will offer services at an additional cost to residents.

The facility utilizes private water and private sewage disposal systems. This facility was inspected by the Mid-Michigan Health Department on 6/11/2019 and was determined to be in substantial compliance.

The facility is equipped with three natural gas furnaces all of which were inspected and found to be in good working condition on 06/04/2019. The furnaces are located in the unfinished basement area and all in separate enclosed rooms with doors. Floor separation is established by a fire-rated, fully enclosed metal door located on the first floor of the facility equipped with an automatic self-closing device and positive latching hardware. The hot water heater is located in a separate area of the basement that is not enclosed. Additionally, the basement is sprinkled.

The facility is equipped with an interconnected, hardwired smoke detection system with battery back-up which was installed by a licensed electrician. The system is fully operational and was inspected on 06/05/2019. The facility is fully sprinkled. The facility has been determined by the Bureau of Fire Services to be in substantial compliance with the applicable fire safety administrative rules. The facility received a substantial full compliance rating on 05/11/2019.

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

Bedroom #	Room Dimensions	Total Square Footage	Total Resident Beds
1	12'0 X 13'4.2	160.2	2
2	12'0 X 13'4.2	160.2	2
3	12'0 X 13'4.2	160.2	2
4	12'0 X 13'4.2	160.2	2
5	12'0 X 13'4.2	160.2	2
6	12'0 X 13'4.2	160.2	2
7	12'0 X 13'4.2	160.2	2
8	14'3 X 12'0	171	2

9	12'0 X 13'4.2	160.2	2
10	16'3 X 13'9.5	160.2	2
11	12'0 X 13'4.2	160.2	2
12	12'0 X 13'4.2	160.2	2
13	12'0 X 13'4.2	160.2	2
15	12'0 X 13'4.2	160.2	2
16	12'0 X 13'4.2	160.2	2
17	12'0 X 13'4.2	160.2	2
18	14'3 X 12'0	171	2
19	12'0 X 13'4.2	160.2	2
20	16'3 X 13'9	224	2
Living Room	34'2 X 28'1	959	0
Sitting Room A	19'0 X 14' 3	270.75	0
Sitting Room B	19'0 X 14' 3	270.75	0
Dining/ Activity Room	17'5 ³ / ₄ X 15'5 ³ / ₄	271.25	0
Kitchen	7'9 ⁷ / ₈ X 6'0	47	0
Laundry Room	10'5.5 X 10'0	104.2	0
Salon	12'6 X 10'0	125	0
Covered Back Patio	28'0 X 12'0	336	0

The indoor living and dining areas measures over 6,421 square feet of living space. This exceeds the minimum of 35 square feet per occupant requirement.

Based on the above information, this facility can accommodate twenty residents. All of the resident bedrooms are private; however, each resident bedroom can accommodate two people if a married couple wishes to stay together. It is the licensee's responsibility not to exceed the facility's licensed capacity of twenty residents.

B. Program Description

The applicant intends to provide 24-hour supervision, protection and personal care to twenty male and/or female residents who are aged and at least 60 years of age. The

program will include opportunities to socialize with one another and direct care staff members through crafts, bingo, coloring, reading, puzzles, watching television and enjoying the outdoors. Family and friends are strongly encouraged to visit as often as possible with their loved one. The applicant intends to accept referrals from Tri-County Office on Aging MI Choice Waiver Program as well as residents with private sources for payment.

If needed by residents, behavior interventions and specialized interventions will be identified in the assessment plans. These interventions shall be implemented only by staff trained in the intervention techniques.

In addition to the above program elements, it is the intent of the applicant to utilize local community resources such as Tri-County Office on Aging for recreational activities as well as bringing in books from the local library for residents. Additionally, the facility offers visiting physicians and hospice care.

C. Applicant and Administrator Qualifications

The applicant is Maple Ridge Living Center of Cadillac, LLC., a “For Profit Corporation”, established in Michigan on March 8, 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 has submitted documentation appointing Ms. Jamie Kunkel as licensee designee and administrator for this facility.

Criminal history background checks of the applicant and administrator were completed, and she was determined to be of good moral character to provide licensed adult foster care. Ms. Jamie Kunkel submitted a statement from a physician documenting her good health and current negative tuberculosis test results.

The licensee designee/administrator, Ms. Jamie Kunkel has provided documentation to satisfy the qualifications and training requirements identified in the group home administrative rules. Ms. Jamie Kunkel, licensee designee and administrator has worked with the aged population for a total of 21 years. Ms. Jamie Kunkel started her professional career working in a hospital first in the surgical unit and then in the chemotherapy departments for a total of five years. Ms. Jamie Kunkel began her involvement with adult foster care homes in 1999, as co-licensee for a family home that she and her husband operated until 2011. Since 2009, Ms. Jamie Kunkel has been a licensee designee/administrator for Maple Ridge Living Center of Cadillac, LLC running both a large group home and a small group home which both have licenses in good standing.

The staffing pattern for the original license of this twenty-bed facility is adequate and includes a minimum of two to three direct care staff members for twenty residents for the daytime shifts and one to two staff during sleeping hours. The applicant

acknowledged that the staff-to-resident ratio may need to be increased in order to provide the level of supervision or personal care required by the residents due to changes in their behavioral, physical, or medical needs. The applicant has indicated that direct care staff will be awake during sleeping hours.

Ms. Jamie Kunkel 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. Jamie Kunkel acknowledged an understanding of the responsibility to assess the good moral character of employees. The applicant 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) and the related documents required to demonstrate compliance.

Ms. Jamie Kunkel acknowledged an understanding of the administrative rules regarding medication procedures and assured that only those direct care staff that have received medication training and have been determined competent by licensee designee Ms. Jamie Kunkel will administer medication to residents. In addition, Ms. Jamie Kunkel 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.

Ms. Jamie Kunkel 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. Jamie Kunkel acknowledged the responsibility to maintain all required documentation in each employee's record for each licensee designee, administrator, and direct care staff or volunteer and follow the retention schedule for those documents contained within each employee's record.

Ms. Jamie Kunkel 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. Jamie Kunkel 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. Jamie Kunkel 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. Jamie Kunkel has an understanding of the administrative rules regarding the handling of resident funds and valuables and intends to comply. The applicant acknowledged 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.

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

The applicant 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. Jamie Kunkel 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.

Ms. Jamie Kunkel acknowledged that residents with mobility impairments will only reside on the main floor of the facility.

C. 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 temporary license to this AFC adult large group home with a capacity of 20 residents.

Julie Elkins

06/27/2019

Julie Elkins
Licensing Consultant

Date

Approved By:

Dawn Timm

07/01/2019

Dawn N. Timm
Area Manager

Date