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GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

ORLENE HAWKS
DIRECTOR

June 1, 2022

Kimberlee Waddell
NRMI LLC
313 Congress St
Boston, MA 02210

RE: Application #: AS810412108
Birchwood Grove
7160 Textile Rd.
Ypsilanti, MI 48197

Dear Ms. Waddell:

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 (313) 456-0380.

Sincerely,

A handwritten signature in blue ink that reads "Vanita Bouldin".

Vanita C. Bouldin, Licensing Consultant
Bureau of Community and Health Systems
22 Center Street
Ypsilanti, MI 48198
(734) 395-4037

Enclosure

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

I. IDENTIFYING INFORMATION

License #:	AS810412108
Licensee Name:	NRMI LLC
Licensee Address:	313 Congress St Boston, MA 02210
Licensee Telephone #:	(617) 790-4800
Licensee Designee:	Kimberlee Waddell
Administrator:	Jamie Nicoloff
Name of Facility:	Birchwood Grove
Facility Address:	7160 Textile Rd. Ypsilanti, MI 48197
Facility Telephone #:	(734) 547-9545 03/23/2022
Application Date:	
Capacity:	6
Program Type:	PHYSICALLY HANDICAPPED TRAUMATICALLY BRAIN INJURED

II. METHODOLOGY

03/23/2022	On-Line Enrollment
04/04/2022	Contact - Document Received Afc 100
05/27/2022	Application Complete/Onsite Inspection Needed
06/01/2022	Inspection Completed – BCAL Full Compliance
06/01/2022	Recommend License Issuance
06/01/2022	LSR Generated

III. DESCRIPTION OF FINDINGS & CONCLUSIONS

A. Physical Description of Facility

The Birchwood Grove adult foster care home is in a residential area in Ypsilanti, MI. The facility is a large open floor architecturally designed single story building of new construction. The facility was designed specifically for the licensee to accommodate brain injured individuals who are confined to a wheelchair and medically fragile. The facility is approximately 4,200 square feet consisting of 5 modular constructed sections with a stick-built garage and addition. The facility is sided in beige vinyl. The yard is landscaped with transplanted trees and installed sod front and back.

The front entrance opens to an open floor design with a large sitting area measuring 23' X 20 (460 square feet) in front of the kitchen. The kitchen is designed as fully accommodating those persons who are confined to a wheelchair. The kitchen contains all new appliances including 2 wall ovens, microwave, and an automatic dishwasher.

Behind the kitchen is the dining area measuring 24'4" X 19'11" (485 square feet). The combination dining area, kitchen, and living area have a common vaulted ceiling, except directly over the kitchen. Off this area are located the six resident bedrooms, three full resident bathrooms, staff office, food pantry room, and a large day/television room measuring 14'10" X 14'8" (217 square feet).

A corridor off the main living area leads to the laundry room, staff ½ bathroom, entrance to the basement, physical therapy room measuring 190 square feet, and the 1 ½ car attached garage. The garage was specifically designed to accommodate large passenger vans.

The rear entrance/exit of the facility opens to a covered porch and a cement patio – all wheelchair accessible.

The facility is fully wheelchair accessible at both entrances and throughout the 1st floor.

The resident bedrooms measured as follows:

<u>Location</u>	<u>Dimensions</u>	<u>Square Footage</u>	<u>Capacity</u>
Bedroom #1	11'10" X 14'10"	175 sq. ft.	1
Bedroom #2	11'10" X 14'10"	175 sq. ft.	1
Bedroom #3	15' X 11'11"	179 sq. ft.	1
Bedroom #4	12' X 14'11"	180 sq. ft.	1
Bedroom #5	15' X 11'11"	179 sq. ft.	1
Bedroom #6	11'10" X 14'10"	175 sq. ft.	1

Medications are stored in locking kitchen cabinets.

The furnace and hot water heater are in the basement with a 1-3/4-inch solid core door equipped with an automatic self-closing device and positive latching hardware located at top of stairs. 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.

The living, dining, and sitting room areas measure a total of 1,135 square feet of living space. This exceeds the minimum of 35 square feet per resident requirement.

Based on the above information, it is concluded that this facility can accommodate **six (6)** 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 ambulatory adults whose diagnosis is developmentally disabled or mentally impaired, 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.

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 provide all transportation for program and medical needs. The facility 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 NRMI, L.L.C., which is a “Domestic Limited Liability Company”, was established in Michigan, on 01/20/2016. 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 NRMI, L.L.C. has submitted documentation appointing Kimberlee Waddell as Licensee Designee for this facility and Jamie Nicoloff as the Administrator of the facility.

A licensing record clearance request was completed with no lein convictions recorded for the licensee designee and the administrator. The licensee designee and administrator submitted a medical clearance request with statements from a physician documenting their good health and current TB-tine negative results.

The licensee designee and 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 six-bed facility is adequate and includes a minimum of 2 staff –to- 6 residents per shift. All staff shall be awake during sleeping hours.

The applicant acknowledges 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.

The applicant 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.miltcpartnership.org), CoGent, and the related documents required to be maintained in each employee 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, 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 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 the documents contained within each employee's file.

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

The applicant acknowledges their responsibility to obtain all 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.

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.

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 to this adult foster care small group home (capacity 1 - 6).



Vanita C. Bouldin
Licensing Consultant

Date: 06/01/2022

Approved By:



Ardra Hunter
Area Manager

Date: 6/1/2022