



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

ORLENE HAWKS
DIRECTOR

September 29, 2022

Ronda Freeman-McDonald
Altum Care Homes, LLC
23408 Plum Hollow
Southfield, MI 48033

RE: Application #: AS630410805
Sandy Lane
29475 Briarbank
Southfield, MI 48034

Dear Ms. Freeman-McDonald:

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 (248) 975-5053.

Sincerely,

A handwritten signature in cursive script that reads "Cindy Berry".

Cindy Berry, Licensing Consultant
Bureau of Community and Health Systems
Cadillac Place
3026 W Grand Blvd, Suite 9-100
Detroit, MI 48202
(248) 860-4475

enclosure

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

I. IDENTIFYING INFORMATION

License #:	AS630410805
Applicant Name:	Altum Care Homes, LLC
Applicant Address:	23408 Plum Hollow Southfield, MI 48033
Applicant Telephone #:	(313) 377-3776
Administrator/Licensee Designee:	Ronda Freeman-McDonald
Name of Facility:	Sandy Lane
Facility Address:	29475 Briarbank Southfield, MI 48034
Facility Telephone #:	(313) 377-3776
Application Date:	11/02/2021
Capacity:	4
Program Type:	PHYSICALLY HANDICAPPED DEVELOPMENTALLY DISABLED MENTALLY ILL TRAUMATICALLY BRAIN INJURED

II. METHODOLOGY

11/02/2021	Enrollment Online Application Download Failure
11/08/2021	Application Incomplete Letter Sent 1326 & RI030 for Ronda
11/08/2021	Contact - Document Sent 1326 & RI030
12/28/2021	Contact - Document Received 1326a & Ri030
01/14/2022	Application Incomplete Letter Sent
05/17/2022	Contact - Document Received Received documents from LD.
05/17/2022	Inspection Completed On-site
09/14/2022	Contact – Document Received Received additional documents from LD.
09/19/2022	Application Complete/On-site needed
09/22/2022	Inspection Completed On-site
09/22/2022	Inspection Completed-BCAL Full Compliance

III. DESCRIPTION OF FINDINGS & CONCLUSIONS

A. Physical Description of Facility

This evaluation is based upon requirements of P.A. 218 of the Michigan Public Acts of 1979, as amended, and the administrative rules governing operation of small group adult foster care facilities with an approved capacity of 1-6 residents, licensed or proposed to be licensed after 5/24/1994.

Sandy Lane is located at 29475 Briarbank Court, Southfield, MI and is owned by Burnell McDonald and Ronda Freeman McDonald. Proof of ownership is contained in the file.

Sandy Lane is a ranch styled residential structure with 2,775 square feet of living space with an attached garage of 484 square feet. The home consists of a kitchen, living room, dining room, family room, four bedrooms, two full bathrooms, a laundry room, and a furnace room. The home is wheelchair assessable and is equipped with two ramps

that are located at two approved means of egress from the first floor (one at the front of the home and one off the deck at the back of the home).

The facility is heated by a natural gas forced air furnace. The furnace and hot water heater are located on the first floor in the furnace room near the garage and are equipped with an approved fire rated door with an automatic self-closing device and positive latching hardware. The facility is also equipped with inter-connected smoke detection system with battery back-up that is fully operational.

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' x 16'	192	1
2	12' x 6' + 3' x 4'	84	1
3	14' x 11'	154	1
4	11' x 10'	110	1

Total capacity: 4

The living room, dining room and family room measure a total of 910 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 4 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. Sandy Lane intends to provide 24-hour supervision, protection, and personal care to six both male and female residents who are mentally ill, developmentally disabled, physically handicapped and/or traumatically brain injured. The program will include social interaction, training to develop personal hygiene, personal adjustment, public safety and independent living skills, opportunity for involvement in educational or day programs or employment and transportation.

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 Altum Care Homes, LLC to utilize local community resources for recreational activities including the library, local museums, shopping centers, churches, etc. These resources provide an environment to enhance the quality of life and increase the independence of residents.

C. Applicant and Administrator Qualifications

The applicant is Altum Care Homes, LLC, a “Domestic Limited Liability Company”, established in Michigan on 1/10/2012. 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 Altum Care Homes, LLC have submitted documentation appointing Ronda Freeman-McDonald as the licensee designee and administrator of the facility.

A criminal history background check of Ronda Freeman-McDonald was completed and determined that she is of good moral character to provide licensed adult foster care. Mrs. Freeman-McDonald submitted statements from a physician documenting her good health and current negative tuberculosis test results.

Mrs. Freeman-McDonald provided documentation to satisfy the qualifications and training requirements identified in the group home administrative rules. Ms. Freeman-McDonald is the CEO of Altum Care Homes LLC and has worked as the licensee designee and administrator for nine years in two other licensed adult foster care homes (The Stride House AS630399707 and Plum Hollow House AS630332450). Ms. Freeman-McDonald has a master’s degree in Counseling/Vocational Rehabilitation and a bachelor’s degree in Speech Pathology. She is also a Licensed Counselor and Certified Rehabilitation Counselor.

The staffing pattern for the original license of this six-bed facility is adequate and includes a minimum of 1 staff for every three 3 residents during the day and afternoon shift and 1 staff for every 6 residents during the midnight shift. Altum Care Homes, LLC acknowledged that the staff to resident ratio may need to be increased to provide the level of supervision or personal care required by the residents due to changes in their behavioral, physical, or medical needs. Altum Care Homes, LLC has indicated that direct care staff will be awake during sleeping hours.

Altum Care Homes LLC 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.

Altum Care Homes LLC acknowledged an understanding of the responsibility to assess the good moral character of employees. Altum Care Homes LLC acknowledge 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.

Altum Care Homes LLC 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 the licensee or

licensee designee will 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.

Altum Care Homes LLC 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, Altum Care Homes LLC acknowledged the 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.

Altum Care Homes LLC acknowledged an understanding of the administrative rules regarding the admission criteria and procedural requirements for accepting a resident into the adult foster care home.

Altum Care Homes LLC acknowledge the 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.

Altum Care Homes LLC 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.

Altum Care Homes LLC acknowledged an understanding of the administrative rules regarding the handling of resident funds and valuables and intends to comply. Altum Care Homes LLC acknowledged that a separate *Resident Funds Part II BCAL-2319* form will be created for each resident 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.

Altum Care Homes LLC 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. Altum Care Homes LLC indicated the intent to respect and safeguard these resident rights.

Altum Care Homes LLC 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.

Altum Care Homes LLC 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.

Altum Care Homes LLC acknowledged 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 4.

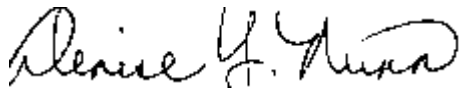


09/26/2022

Cindy Berry
Licensing Consultant

Date

Approved By:



09/29/2022

Denise Y. Nunn
Area Manager

Date