



GRETCHEN WHITMER  
GOVERNOR

STATE OF MICHIGAN  
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS  
LANSING

ORLENE HAWKS  
DIRECTOR

August 1, 2023

Karen LaFave  
Adult Learning Systems - UP, Inc  
Suite-4  
228 West Washington  
Marquette, MI 49855

RE: License #: AS220405666  
Investigation #: 2023A0234014  
Riverview

Dear Ms. LaFave:

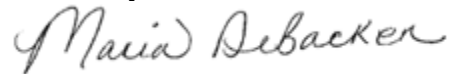
Attached is the Special Investigation Report for the above referenced facility. Due to the violations identified in the report, a written corrective action plan is required. The corrective action plan is due 15 days from the date of this letter and must include the following:

- How compliance with each rule will be achieved.
- Who is directly responsible for implementing the corrective action for each violation.
- Specific time frames for each violation as to when the correction will be completed or implemented.
- How continuing compliance will be maintained once compliance is achieved.
- The signature of the responsible party and a date.

If you desire technical assistance in addressing these issues, please feel free to contact me. In any event, the corrective action plan is due within 15 days. Failure to submit an acceptable corrective action plan will result in disciplinary action.

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) 643-7960.

Sincerely,

A handwritten signature in cursive script that reads "Maria DeBacker".

Maria DeBacker, Licensing Consultant  
Bureau of Community and Health Systems  
305 Ludington St  
Escanaba, MI 49829  
(906) 280-8531

enclosure

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

**I. IDENTIFYING INFORMATION**

<b>License #:</b>	AS220405666
<b>Investigation #:</b>	2023A0234014
<b>Complaint Receipt Date:</b>	06/13/2023
<b>Investigation Initiation Date:</b>	06/14/2023
<b>Report Due Date:</b>	08/12/2023
<b>Licensee Name:</b>	Adult Learning Systems - UP, Inc
<b>Licensee Address:</b>	Suite-4 228 West Washington Marquette, MI 49855
<b>Licensee Telephone #:</b>	(906) 228-7370
<b>Administrator:</b>	Karen LaFave
<b>Licensee Designee:</b>	Karen LaFave
<b>Name of Facility:</b>	Riverview
<b>Facility Address:</b>	1336 Riverview Drive Kingsford, MI 49802
<b>Facility Telephone #:</b>	(906) 828-1518
<b>Original Issuance Date:</b>	01/11/2021
<b>License Status:</b>	REGULAR
<b>Effective Date:</b>	07/11/2021
<b>Expiration Date:</b>	07/10/2023
<b>Capacity:</b>	6
<b>Program Type:</b>	PHYSICALLY HANDICAPPED DEVELOPMENTALLY DISABLED

	MENTALLY ILL TRAUMATICALLY BRAIN INJURED
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**II. ALLEGATION(S)**

	<b>Violation Established?</b>
Money is missing from petty cash and residents' funds.	Yes
Additional Findings	No

**III. METHODOLOGY**

06/13/2023	Special Investigation Intake 2023A0234014
06/14/2023	APS Referral Referral to APS
06/14/2023	Special Investigation Initiated - Letter Received information from Recipient Rights officer of investigation thus far.
06/14/2023	Contact - Face to Face Met with Recipient Rights Katie Smith and assistant manager Kim Wilson at Northpointe offices.
06/27/2023	Inspection Completed On-site
06/27/2023	Inspection Completed-BCAL Sub. Compliance
06/27/2023	Exit Conference Met with Karen LaFave and discussed findings.

**ALLEGATION:** Money is missing from petty cash and residents' funds.

**INVESTIGATION:** I received notification from Recipient Rights Officer (RRO) Katie Smith that she had an ongoing investigation that she had just become aware that I had not been notified. She stated that money was missing from the residents and petty cash from the home.

According to the RRO Smith report over \$800.00 dollars was missing. Assistant Home Manager, Kim Wilson stated that she put the resident money pouches out for staff to have over the holiday weekend for outings. All of the funds the residents had were in the pouches and the pouches were out for three days. All staff and Kim Wilson were interviewed, and all deny taking the money.

Resident A is missing \$149.98.

Resident B is missing \$66.00.

Resident C is missing \$30.00.

Resident D is missing \$30.00.

Resident E is missing \$210.00.

Riverview petty cash is missing \$347.91.

RRO Smith interviewed Blake Johnson, staff on June 1, 2023. He denied taking money but did see the pouches on the counter when he arrived at work and had to move them to pass medication.

RRO Smith interviewed Jenn Annear, staff on June 1, 2023. She had not heard or seen anything suspicious, did not see the pouches.

RRO Smith interviewed Savannah Lemons, staff on June 1, 2023. She stated that she did not see the pouches or hear anything suspicious.

RRO Smith interviewed Adrienne Yoke, staff on June 1, 2023. She stated she never saw the bags and did not hear anything about the bags or money.

On June 12, 2023, the RRO Smith spoke to a person who wished to remain anonymous. This person reported that Kim Wilson, assistant manager, owes her previous employer a lot of money. It was reported that the employer installed cameras when Asst. Manager Wilson was working due to money missing. Assistant Manager Wilson is supposed to be paying this employer monthly and has not showed up to do so. When asked, the anonymous person said this did not go through the courts.

On June 14<sup>th</sup> RRO Smith and myself interviewed Kim Wilson the assistant manager at the Northpointe offices. She stated that she put all of the bags/pouches in the med room for the weekend because she was going to be off for the weekend and wanted the staff to be able to take the residents on outings. When asked if that was how it was done in the home, Kim Wilson stated that she did not know at the time

that she should not leave all of the money for staff to access. However, Kim Wilson did take them out of a locked safe that only she and the manager have access to. When asked about the allegation that Kim Wilson stole money from her previous employer Kim Wilson stated that she used to work at a local bar and admitted that she did owe the owner money but stated that she did not steal and said that she had been friends with the owner and borrowed money from her that she was paying back. Kim Wilson stated that she did not leave the job on good terms.

On 6/27/2023 I went to the home to do my own interviews with staff and to do a biannual inspection. When I arrived, I met with Amanda Tonn-Carlson, Supervisor, Karen Lafave, license designee, and Angela Seibert, manager. Amanda Tonn-Carlson stated that she told Kim Wilson, assistant manager that they had an inspection coming up today and Kim Wilson sent her a text stating that the cash will be \$400 short because she “borrowed” money to pay her light bill. Karen Lafave, license designee stated that they have suspended Kim Wilson and have contacted the police. Karen Lafave stated that the agency has replaced all of the money stolen and that they are pursuing charges against Kim Wilson and her employment will be terminated.

Money stolen: Resident A was missing \$190. Resident E was missing \$45.00. Petty cash was missing \$170.00. Total missing \$405.00.

All guardians have been notified of the theft and are aware that all money has been replaced by the agency. No residents were interviewed as they are nonverbal and unaware of the theft. No further staff interviews were conducted due to the confession.

Exit conference with Karen Lafave on 6/27/2023. Karen Lafave agrees that Kim Wilson stole the initial money (although she has not admitted) and has admitted to stealing the second time. Charges are being sought and employment will be terminated.

<b>APPLICABLE RULE</b>	
<b>R 400.14315</b>	<b>Handling of resident funds and valuables.</b>
	<b>(10) A licensee, administrator, direct care staff, other employees, volunteers under the direction of the licensee, and members of their families shall not accept, take, or borrow money or valuables from a resident, even with the consent of the resident.</b>
<b>ANALYSIS:</b>	Kim Wilson admitted in a text message that she “borrowed” residents’ funds to pay bills.
<b>CONCLUSION:</b>	<b>VIOLATION ESTABLISHED</b>

**IV. RECOMMENDATION**

Contingent upon receipt of an acceptable corrective action plan, I recommend no change to this license.

*Maria DeBacker*

08/01/2023

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Maria DeBacker  
Licensing Consultant

Date

Approved By:

*Mary Holton*

08/01/2023

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Mary E. Holton  
Area Manager

Date