



GRETCHEN WHITMER  
GOVERNOR

STATE OF MICHIGAN  
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS  
LANSING

MARLON I. BROWN, DPA  
ACTING DIRECTOR

September 21, 2023

Deana Fisher  
St. Louis Center for Exceptional Children & Adults  
16195 Old US-12  
Chelsea, MI 48118

RE: Application #: AM810417257  
**St Joseph Hall**  
**16199 W. Old US 12**  
**Chelsea, MI 48118**

Dear Deana Fisher:

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 11 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 cursive script 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**

<b>License #:</b>	AM810417257
<b>Applicant Name:</b>	St. Louis Center for Exceptional Children & Adults
<b>Applicant Address:</b>	16195 Old US-12 Chelsea, MI 48118
<b>Applicant Telephone #:</b>	(734) 495-8430
<b>Licensee Designee:</b>	Deana Fisher
<b>Administrator</b>	Enzo Addari
<b>Name of Facility:</b>	St Joseph Hall
<b>Facility Address:</b>	16199 W. Old US 12 Chelsea, MI 48118
<b>Facility Telephone #:</b>	(734) 475-8430 07/24/2023
<b>Application Date:</b>	
<b>Capacity:</b>	11
<b>Program Type:</b>	DEVELOPMENTALLY DISABLED

## II. METHODOLOGY

07/24/2023	Enrollment
08/01/2023	PSOR on Address Completed
08/03/2023	Inspection Report Requested - Health inv#1033834
08/03/2023	Contact - Document Received 1326/ri030/afc 100
08/03/2023	Application Incomplete Letter Sent
08/29/2023	Application Complete/On-site Needed
08/29/2023	Inspection Completed-BCAL Full Compliance Modified capacity from 20 to 11. Completed onsite inspection on 07/18/2023.
09/20/2023	LSR Generated
09/20/2023	Recommend License Issuance

## III. DESCRIPTION OF FINDINGS & CONCLUSIONS

### **A. Physical Description of Facility**

The adult foster care facility is a ranch style home on the property of St. Louis Center for Exceptional Children & Adults in Chelsea, MI. The main floor consists of the bedrooms, kitchen/dining room, living room, and quiet room. There is also a supervisor's office and chemical/supply room located on this level. The facility is designed in an open-floor style, the living room is in the center of the home with 2 large hallways adjacent on different sides, side A and B. There are sitting areas on each side, hallway A has different sitting areas with room for at least 10 individuals, hallway B has different sitting areas with room at least 8 individuals. There are 11 single bedrooms with personal bathrooms in each room.

The facility is not wheelchair accessible. It utilizes private water and sewage systems. An environmental health inspection was completed on 08/29/2023, an A rating was given showing the facility is in compliance with all environmental health rules/regulations.

The boiler and hot water heater are located 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 bottom of stairs. The facility is equipped with an approved pull station alarm

system and a sprinkler system installed throughout. The Bureau of Fire Safety completed an inspection on 05/30/2023 and full approval was given. A Certificate of Occupancy was given on 05/31/2023 by City Township of Chelsea.

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

Bedroom Style 1	Room Dimensions	Total Square Footage	Total Resident Beds
6 – bedrooms	12 X 14.11	169 Sq. FT.	6 individual rooms with bathrooms
Bedroom Style 2			
5 – bedrooms	9.11 X 11.10 + 4.8 X 11.0	154 Sq. Ft.	5 individual rooms with bathrooms

The living, dining, and quiet room areas measure a total of 1,196 square feet of living space. This exceeds the minimum of 35 square feet per occupant requirement.

Based on the above information, it is concluded that this facility can accommodate **eleven (11)** 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 **eleven (11)** male or female ambulatory adults whose diagnosis is developmentally disabled, 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. The applicant intends to accept residents from (Washtenaw County CMH, or private pay individuals) as a referral source.

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 St. Louis Center for Exceptional Children & Adults, Inc., which is a “Non-Profit Corporation” was established in Michigan, on 04/29/1981. 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 St. Louis Center for Exceptional Children & Adults, Inc. have submitted documentation appointing Deana Fisher as Licensee Designee for this facility and Enzo Addari 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 11- bed facility is adequate and includes a minimum of 1 staff –to- 11 residents per shift. The applicant acknowledges that the staff –to- resident ratio will change to reflect any increase in the level of supervision, protection, or personal care required by the residents. The applicant has indicated that direct care staff will be awake during sleeping hours.

The applicant acknowledged that at no time will this facility rely on “roaming” staff or other staff that are on duty and working at another facility to be considered part of this facility’s staff –to- resident ratio or expected to assist in providing supervision, protection, or personal care to the resident population.

The applicant acknowledges 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.

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](http://www.miltcpartnership.org)) and the related documents required to be maintained in each employee’s 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 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, the applicant acknowledges their 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.

The applicant acknowledges an understanding of the administrative rules regarding the admission criteria and procedural requirements for accepting a resident into the home for adult foster care.

The applicant acknowledges their 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.

The applicant acknowledges their 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.

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

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 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.

**VI. RECOMMENDATION**

I recommend issuance of a six-month temporary license to this adult foster care (medium) group home (capacity 1 - 11).



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Vanita C. Bouldin  
Licensing Consultant

Date: 09/21/2023

Approved By:



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Ardra Hunter  
Area Manager

Date: 09/21/2023