



GRETCHEN WHITMER  
GOVERNOR

STATE OF MICHIGAN  
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS  
LANSING

MARLON I. BROWN, DPA  
ACTING DIRECTOR

December 19, 2023

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

RE: License #: AL810007467  
Investigation #: 2024A0122005  
Fr Guanella Hall

Dear Ms. Fisher:


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) 284-9720.

Sincerely,

A handwritten signature in black ink that reads "Vanita Bouldin". The signature is written in a cursive, slightly slanted style.

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  
SPECIAL INVESTIGATION REPORT**

**I. IDENTIFYING INFORMATION**

<b>License #:</b>	AL810007467
<b>Investigation #:</b>	2024A0122005
<b>Complaint Receipt Date:</b>	11/08/2023
<b>Investigation Initiation Date:</b>	11/08/2023
<b>Report Due Date:</b>	01/07/2024
<b>Licensee Name:</b>	St. Louis Center for Exceptional Children & Adults
<b>Licensee Address:</b>	16195 Old US-12 Chelsea, MI 48118
<b>Licensee Telephone #:</b>	(734) 495-8430
<b>Administrator:</b>	Deana Fisher
<b>Licensee Designee:</b>	Deana Fisher
<b>Name of Facility:</b>	Fr Guanella Hall
<b>Facility Address:</b>	16195 Old US-12 Chelsea, MI 48118
<b>Facility Telephone #:</b>	(734) 475-8430
<b>Original Issuance Date:</b>	02/01/1991
<b>License Status:</b>	REGULAR
<b>Effective Date:</b>	10/21/2022
<b>Expiration Date:</b>	10/20/2024
<b>Capacity:</b>	20
<b>Program Type:</b>	PHYSICALLY HANDICAPPED DEVELOPMENTALLY DISABLED

**II. ALLEGATION(S)**

	<b>Violation Established?</b>
Staff member, Kaycie Hill, used Resident A's debit card to make personal purchases.	Yes

**III. METHODOLOGY**

11/08/2023	Special Investigation Intake 2024A0122005 APS Referral
11/08/2023	Special Investigation Initiated - Telephone Completed interview with Staci Ellerby, Facility Social Worker.
11/08/2023	Contact - Document Received Emails received reporting the alleged incident and supporting documentation.
11/08/2023	Contact - Telephone call made. Completed interview with Guardian A.
11/15/2023	Contact – Telephone calls made. Trooper Peterson, unavailable – left voice message. Kaycie Hill, staff member – unavailable – left voice message.
11/15/2023	Contact – Telephone call received. Completed interview with Kaycie Hall, staff member.
12/12/2023	Recipient Right Referral
12/12/2023	Exit Conference Discussed findings with Deana Fisher, Licensee Designee.

**ALLEGATION: Staff member, Kaycie Hill, used Resident A’s debit card to make personal purchases.**

**INVESTIGATION:** On 11/08/2023, I completed an interview with Staci Ellerby, Facility Social Worker. Ms. Ellerby reported that during an audit of Resident A’s funds, she discovered unexplained purchases from/on Resident A’s debt card. Ms. Ellerby reported the financial discrepancies to St. Louis Center’s Financial Department, Resident A’s Banking Institution’s Fraud Department, and Washtenaw County Sheriff Department. After a thorough internal investigation by the parties listed above it was discovered that staff member, Kaycie Hill, used Resident A’s debit card to make personal purchases.

Ms. Ellerby reported this information to Adult Protective Services on 11/08/2023. She also submitted Resident A’s financial information as documentation to support the allegation of Ms. Hill using Resident A’s debit card for her personal purchases.

On 11/08/2023, I completed an interview with Guardian A. Guardian A stated she was made aware of the allegations and internal investigation regarding Resident A’s debt card/banking account. Guardian A reported that she felt like the issue had been handled appropriately by the facility social worker and financial department of St. Louis Center. Guardian A reported no problems or concerns with the care Resident A receives from the staff members of Fr Guanella Hall.

On 11/15/2023, I reviewed Resident A’s financial information. An Amazon Shipping Order Form documents on 10/17/2023 and order totaling 104.18 was shipped to Kaycie Hill’s address in Jackson, MI. Resident A’s Banking Statement documented fraudulent Activity from 10/17/2023 – 11/03/23 totaling an amount of \$602.51.

On 11/15/2023, I completed an interview with Kaycie Hill, staff member. Ms. Hill denied using Resident A’s debit card for Amazon purchases. She stated that she made purchases on the dates reported, however, her Amazon account got hacked and someone else used Resident A’s card to purchase items on her account. As of 12/12/2023, Ms. Hill has provided no documentation that her Amazon account was hacked and made fraudulent purchases on her account.

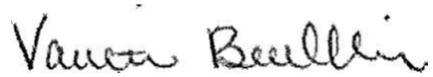
On 12/12/2023, I completed an exit conference with Deana Fisher, Licensee Designee. Ms. Fisher agreed with my findings that were discussed with her and stated she would submit a corrective action plan to address the rule violation found.

<b>APPLICABLE RULE</b>	
<b>R 400.15315</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</b>

	<b>borrow money or valuables from a resident, even with the consent of the resident.</b>
<b>ANALYSIS:</b>	<p>On 11/08/2023, I completed an interview with Staci Ellerby, Facility Social Worker. Ms. Ellerby reported that during an audit of Resident A's funds, she discovered unexplained purchases on Resident A's debt card. It was discovered that staff member, Kaycie Hill, used Resident A's debit card to make personal purchases.</p> <p>On 11/15/2023, Kaycie Hill denied making purchasing using Resident A's debit card.</p> <p>On 11/15/2023, I reviewed Resident A's financial information. An Amazon Shipping Order Form documents on 10/17/2023 and order totaling \$104.18 was shipped to Kaycie Hill's address in Jackson, MI.</p> <p>Based upon my investigation I find that direct care staff, Kaycie Hill, used Resident A's debit card to make personal purchases.</p>
<b>CONCLUSION:</b>	<b>VIOLATION ESTABLISHED</b>

**IV. RECOMMENDATION**

Contingent upon receipt and approval of a corrective action plan I recommend no change in the status of the license.



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Vanita C. Bouldin  
Licensing Consultant

Date: 12/12/2023

Approved By:



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Ardra Hunter  
Area Manager

Date: 12/19/2023