



GRETCHEN WHITMER  
GOVERNOR

STATE OF MICHIGAN  
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS  
LANSING

MARLON I. BROWN, DPA  
DIRECTOR

December 3, 2024

Sandra Abrams-Rice  
225 Eloise Drive  
Benton Harbor, MI 49022

RE: Application #: AS110418345  
Another Day to Remember  
564 Lynwood Dr.  
Benton Harbor, MI 49022

Dear Sandra Abrams-Rice:

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 5 is issued.

Please review the enclosed documentation for accuracy and contact me with any questions. If I am not available and you need to speak to someone immediately, please contact the local office at (616) 356-0183.

Sincerely,

A handwritten signature in cursive script that reads "Rodney Gill".

Rodney Gill, Licensing Consultant  
Bureau of Community and Health Systems  
Unit 13, 7th Floor  
350 Ottawa, N.W.  
Grand Rapids, MI 49503

enclosure

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

**I. IDENTIFYING INFORMATION**

**License #:** AS110418345

**Applicant Name:** Sandra Abrams-Rice

**Applicant Address:** 225 Eloise Drive  
Benton Harbor, MI 49022

**Applicant Telephone #:** (269) 252-5066

**Administrator/Licensee Designee:** N/A

**Name of Facility:** Another Day to Remember

**Facility Address:** 564 Lynwood Dr.  
Benton Harbor, MI 49022

**Facility Telephone #:** (269) 221-0250

**Application Date:** 03/25/2024

**Capacity:** 5

**Program Type:** PHYSICALLY HANDICAPPED  
DEVELOPMENTALLY DISABLED  
ALZHEIMERS  
AGED

## II. METHODOLOGY

03/25/2024	Enrollment
03/26/2024	Application Incomplete Letter Sent Requested 1326/RI030
03/26/2024	PSOR on Address Completed
03/26/2024	Contact - Document Sent Forms sent
04/09/2024	Contact - Document Received
04/11/2024	File Transferred to Field Office
04/16/2024	Application Incomplete Letter Sent
05/03/2024	Application Incomplete Letter Sent
05/14/2024	Application Incomplete Letter Sent
07/09/2024	Contact - Document Received Email received from licensing consultant Cassandra Duursma providing additional information regarding this enrollment.
08/13/2024	Contact - Document Received Email received from licensee Sandra Abrams-Rice requesting consultation and technical assistance.
08/13/2024	Contact - Telephone call made to licensee Sandra Abrams-Rice. I provided consultation and technical assistance.
08/28/2024	Comment Email received from Ms. Abrams-Rice providing additional required enrollment documentation.
09/04/2024	Contact - Telephone call received
09/04/2024	Contact - Telephone call made to inform Ms. Abrams-Rice there are many documents still needed for this enrollment.
09/26/2024	Comment

	Emailed Ms. Abrams-Rice asking how she is coming with the remaining documents needed for this enrollment.
10/10/2024	Contact - Telephone call made to Ms. Abrams-Rice asking when I can expect to receive the remainder of required documentation for this enrollment.
10/28/2024	Contact - Telephone call made to Ms. Abrams-Rice to schedule an Original onsite inspection.
10/28/2024	Contact - Telephone call received from Ms. Abrams-Rice.
10/28/2024	Application Complete/On-site Needed
11/06/2024	Inspection Completed On-site
11/06/2024	Inspection Completed-BCAL Full Compliance
11/14/2024	Recommend License Issuance

### **III. DESCRIPTION OF FINDINGS & CONCLUSIONS**

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

Another Day to Remember is a one-story ranch-style house located in a residential area within Benton Harbor, MI. The facility has been thoughtfully decorated and furnished throughout. The front of the facility is constructed of tan stone brick with both tan and white vinyl siding accents above and at the peak, gray shutters, with an attached carport. The facility has a large driveway for staff and visitor parking. The sides and back of the facility have some tan brick but mostly constructed of tan vinyl siding with white accents around the windows and gray shutters attached to the side windows. It has a brick fireplace in back and a nice-sized backyard. There is a brick walkway extending from the carport to a detached wooden deck located in the backyard where residents will be able sit and enjoy the outdoors. The home is not wheelchair accessible as it is not directly at grade. The applicant does not plan to admit residents with impaired physical mobility requiring wheelchair accessibility.

The facility utilizes public water, and sewage so does not require annual Environmental Health Inspections. Because the maximum capacity is less than seven residents, no annual Bureau of Fire Services (BFS) Inspection is required. However, I inspected and determined the facility compliant with fire safety administrative rules. The facility is equipped with a hardwired interconnected Combination Smoke and Carbon Monoxide detector system that meets fire safety rule requirements. The facility has a fire

extinguisher on each floor and direct care staff members (DCSMs) are aware of their location and trained how to properly use them. I reviewed the facility fire, tornado, and medical emergency plans to ensure all fire safety and licensing rules were followed. I ensured residents could easily open windows in their bedrooms if necessary.

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

Bedroom #	Room Dimensions	Total Square Footage	Total Resident Beds
# 1	11' 7" x 11' 4"	133.38	2
# 2	11' x 14'	119.93	2
# 3	10' 7" x 11' 1"	118.77	1
Dining	15' 11" x 11' 4"	172.25	
Living	23' 2" x 23' 1 "	535.92	

Given the sizes of the bedrooms and one to two residents per room, the facility's bedroom space exceeds the required 80 square feet allowed of usable floor space for a single occupancy and 65 square feet of usable floor space per bed for a multioccupancy resident bedroom.

The indoor living and dining areas measure a total of 708.17 square feet of living space. This greatly exceeds the minimum of 35 square feet of indoor living space per occupant, exclusive of bathrooms, storage areas, hallways, kitchens, and sleeping areas. Based on the above information, this facility can accommodate six residents. It is the licensee's responsibility not to exceed the facility's licensed capacity.

## **B. Program Description**

The applicant intends to provide 24-hour supervision, protection, and personal care to five male and/or female residents between 60 years of age and older who are physically handicapped, developmentally disabled, aged, and require some level of assistance with activities of daily living (ADL).

The applicant's mission statement states: "We're committed to assisting residents with persistent mental or developmental disabilities to achieve their hopes and dreams, to live full individualized residential services that maximize their independence and self-determination.

The applicant indicated DCSMs will provide a structured daily routine all based on a resident's individual needs and interests. The applicant indicated a person-centered plan will be established for each resident.

Services provided at this facility include but are not limited to:

- Community integration and socialization skills through field trips and outings
- Movies and shopping at malls and local stores

- Holiday celebrations
- Tabletop board game days
- Assistance with medication administration
- 24-hour care and supervision
- CLS (Community Living Support Training), money management, meal prep, transportation, medical appointments

The applicant operates so that residents (and their families) know there is always hope and they desire to be part of positive change in their residents' future. The applicant offers long-term guidance by providing personal care, protection, and supervision, room and board, uplifting, promoting, and supporting services in a home-based setting.

Services for each resident will be determined by but not limited to Region IV Area Agency on Aging, case management, family/guardian, and resident when possible.

In-home services include but are not limited to verbal and physical assistance with daily ADL, meal preparation, toileting, transportation to and from medical appointments, and a clean-living environment. When necessary, behavioral, and specialized interventions will be identified in the assessment plans. These interventions shall be implemented only by DCSMs trained in the intervention techniques. The applicant indicated DCSMs will be available 24/7 to assist residents as needed. The applicant will coordinate and facilitate services for residents such as a visiting physician, onsite physical and occupational therapy, podiatry, X-rays, EKG's, echocardiograms, doppler and ultrasound services, as well as onsite blood draws and other specimen collection when needed. The applicant intends to connect residents with a pharmacy that will deliver residents' medication to the facility which will be dispensed according to physician's orders by qualified DCSMs. The applicant indicated residents will receive laundry services, three nutritious meals per day, snacks, and phone service. The applicant indicated scheduled transportation will be provided for Life Enrichment activities in coordination with the resident's Individual Care Plan free of charge. The applicant indicated staff can also assist in finding alternative transportation to and from desired locations at the resident's sole expense.

The facility is in a residential area within the city of Benton Harbor and has restaurants, parks, shopping centers, recreational activities, public library, hospitals, physicians, and other medical professionals located nearby. These resources can be used to enhance the quality of life and increase the independence of residents living at the facility. The applicant has a contract with Region IV Area Agency on Aging.

### **C. Applicant and Administrator Qualifications**

The applicant is licensee Sandra Abrams-Rice. The applicant submitted a financial statement and annual budget projecting expenses and income to demonstrate the financial capability to operate this adult foster care (AFC) small group home.

The applicant appointed herself, Sandra Abrams-Rice, to be the administrator of this facility. Ms. Abrams-Rice has sufficient experience working in this capacity as she is the licensee of a family home *A Day to Remember AFC Home – License # AF110380112* with an original effective date of 3/31/16. A Day to Remember AFC Home is in good standing with the Michigan Department of Licensing and Regulatory Affairs (LARA) and has been since it's original effective date. Ms. Abrams-Rice possesses the credentials to meet the requirements of licensee and administrator. A current licensing record clearance, medical clearance, and tuberculosis (TB) test are on file for Ms. Abrams-Rice.

Ms. Abrams-Rice has considerable experience with required AFC licensing records and documentation. Ms. Abrams-Rice provided a current Adult First Aid/CPR/AED Certificate of Completion.

This licensing consultant reviewed the personnel policies, job descriptions, admission/discharge policy, financial projections, staff files, paperwork required for resident files, emergency plans, staff training modules and program description.

The staffing pattern for the original license of this 5-bed facility is adequate and includes a minimum of one DCSM per five residents on each shift. The applicant acknowledged that the DCSM to resident ratio may need to be decreased to provide the level of supervision or personal care required by the residents due to changes in their behavioral, physical, or medical needs. The applicant has indicated that DCSMs will be awake during sleeping hours.

The applicant acknowledged an understanding of the qualifications, suitability, and training requirements for DCSMs 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.

The applicant acknowledged 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](http://www.miltcpartnership.org)) and the related documents required to demonstrate compliance.

The applicant acknowledged an understanding of the administrative rules regarding medication procedures and assured that only those DCSMs that have received medication training and have been determined competent by the licensee will

administer medication to residents. In addition, the applicant has indicated that resident medication will be stored in a locked cabinet or medication cart and that daily medication logs will be maintained on each resident receiving medication.

The applicant acknowledged the responsibility to obtain all required good moral character, medical, and training documentation and signatures that are to be completed prior to each DCSM or volunteer working directly with residents. In addition, the applicant 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.

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

The applicant acknowledged the responsibility to obtain the required 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 acknowledged the responsibility to maintain a current resident record on file in the home for each resident and follow the retention schedule for all documents that are required to be maintained within each resident's file.

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

The applicant 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 resident personal money transactions that have been agreed to be managed by the applicant.

The applicant 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. The applicant indicated the intent to respect and safeguard these resident rights.

The applicant 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.

The applicant 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. The applicant acknowledged that residents with impaired physical mobility requiring a



wheelchair to ambulate will not be admitted because the facility is not handicapped accessible.

**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 temporary license to this AFC adult small group home (capacity 1-6).



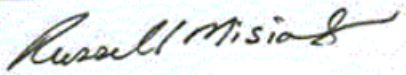
12/2/24

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Rodney Gill  
Licensing Consultant

Date

Approved By:



12/3/24

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Russell B. Misiak  
Area Manager

Date