



GRETCHEN WHITMER  
GOVERNOR

STATE OF MICHIGAN  
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS  
LANSING

MARLON I. BROWN, DPA  
DIRECTOR

December 20, 2024

Leah Luca  
39 Stark Rd  
Rochester Hills, MI 48307

RE: Application #: AF630417070  
Sunshine Manor Rochester Hills  
39 Stark Rd  
Rochester Hills, MI 48307

Dear Leah Luca:

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 "Kristen Donnay".

Kristen Donnay, Licensing Consultant  
Bureau of Community and Health Systems  
Cadillac Place  
3026 W. Grand Blvd. Ste 9-100  
Detroit, MI 48202  
(248) 296-2783

enclosure

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

**I. IDENTIFYING INFORMATION**

<b>License #:</b>	AF630417070
<b>Licensee Name:</b>	Leah Luca
<b>Licensee Address:</b>	39 Stark Rd Rochester Hills, MI 48307
<b>Licensee Telephone #:</b>	(248) 703-9495
<b>Name of Facility:</b>	Sunshine Manor Rochester Hills
<b>Facility Address:</b>	39 Stark Rd Rochester Hills, MI 48307
<b>Facility Telephone #:</b>	(248) 703-9495
<b>Application Date:</b>	07/14/2023
<b>Capacity:</b>	6
<b>Program Type:</b>	MENTALLY ILL AGED TRAUMATICALLY BRAIN INJURED ALZHEIMERS PHYSICALLY HANDICAPPED

## II. METHODOLOGY

07/14/2023	On-Line Enrollment
07/21/2023	PSOR on Address Completed
07/21/2023	Contact - Document Sent forms sent
08/21/2023	Contact - Document Received 1326/RI030/FPs, AFC-100, MC
08/28/2023	Application Incomplete Letter Sent
01/16/2024	Contact - Document Sent 10 Day Continued Interest Letter
02/08/2024	Application Incomplete Letter Sent
02/20/2024	Contact - Document Received Copy of application, proof of ownership, furnace inspection
02/27/2024	Contact - Document Received Medical clearances
02/29/2024	Contact - Document Received Evacuation plan, emergency procedures, house guidelines
05/20/2024	Contact - Document Received Email from licensee
08/07/2024	Contact - Document Received Email from licensee- still interested in moving forward, working on home renovations
09/18/2024	Contact - Document Sent Requested updated physicals and AFC-100 form
11/16/2024	Contact - Document Received Updated physicals and AFC-100 for adult son
11/20/2024	Inspection Completed On-site
11/20/2024	Inspection Completed-BCAL Full Compliance
11/20/2024	Technical Assistance Reviewed licensing requirements and forms with licensee and responsible person

12/02/2024	Contact - Document Received Verification of compliance from licensee
12/06/2024	Application Complete

### III. DESCRIPTION OF FINDINGS & CONCLUSIONS

#### A. Physical Description of Facility

Sunshine Manor Rochester Hills is located at 39 Stark Rd., Rochester Hills, MI 48307. The home is a single-story ranch style home with an attached garage. The first floor of the home consists of a living room, dining room, kitchen, laundry room, three double occupancy resident bedrooms, and two full bathrooms. There is also a fourth bedroom with an attached full bathroom that will be utilized by the licensee, Leah Luca, and her family. The home has a proposed occupancy of six adult foster care residents.

The home is located in a residential area of Rochester Hills, which is a suburban area that is easily accessible to community based recreational facilities, shopping centers, medical facilities, and places of worship. The Oakland County Sheriff's Department responds to emergency calls from the home. Corewell Health Beaumont Troy Hospital, which has a 24/7 emergency department, is located within five miles of the home.

The furnace and hot water heater are located in the basement of the home. There is a 1¾ inch solid core door equipped with an automatic self-closing device and positive latching hardware located at the bottom of the basement stairs. The facility is equipped with an interconnected, hardwired smoke detection system, with battery backup, which was installed by a licensed electrician and is fully operational. There are heat detectors installed in the kitchen and laundry room areas. The home has public water and public sewage systems. The home is wheelchair accessible, as it is equipped with a ramp at the means of egress that leads to the back deck. The ramp terminates on a firm surface that allows the wheelchair occupant to move a safe distance away from the building.

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

Bedroom #	Room Dimensions	Total Square Footage	Total Resident Beds
1	14.3 x 11.8	168.7	2
2	12.3 x 11.9	146.4	2
3	12.3 x 12.6	154.4	2

**Total capacity: 6**

The living room and dining room areas measure over 693 square feet of living space. This exceeds the minimum of 35 square feet per resident requirement.

Based on the above information, it is concluded that this facility can accommodate six residents. It is the licensee's responsibility not to exceed the facility's licensed capacity.

### **A. Program Description**

Sunshine Manor Rochester Hills intends to provide 24-hour supervision, protection, and personal care to six male or female residents aged 55 and up. The facility will accommodate individuals who are physically disabled, mentally ill, or aged, as well as those diagnosed with a traumatic brain injury or Alzheimer's disease. The licensee will conduct a thorough assessment at the time of admission to ensure that all residents are compatible with one another, and to ensure that the facility can meet their needs and safeguard the residents.

Sunshine Manor Rochester Hills will provide assistance with activities of daily living, including but not limited to housekeeping, laundry, meal prep, nutritional support, medication management, bathing, dressing, and personal care, as based on the individual needs of each resident and as specified in the individual assessment plan. The program will include instruction for daily living, personal hygiene assistance, as well as social and recreational activities. Sunshine Manor Rochester Hills will utilize local community resources for medical services, dental services, religious observance, and recreation.

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, or the responsible person.

### **C. Applicant and Responsible Person Qualifications**

The applicant, Leah Luca, identified her husband, Daniel Luca, as the responsible person who can provide up to 72 hours of emergency coverage. A licensing record clearance request was completed for Leah Luca and Daniel Luca. Leah Luca and Daniel Luca submitted medical clearance forms with statements from a physician documenting their good health and current TB negative results. A record clearance, physical, and TB negative results were also submitted for their adult son and member of the household, Seth Luca. The Luca family has three minor children who will also be living in the home.

Leah Luca indicated that she has sufficient financial resources to provide for the adequate care of the residents for a period of at least three months.

Leah Luca acknowledged that an adult foster care family home requires the licensee to reside in the home in order to maintain this category type of adult foster care license.

The supervision of residents in this family home licensed for six residents will be the responsibility of Leah Luca, 24-hours a day, seven days a week with the responsible person on call to provide supervision in relief.

Leah Luca has indicated that for the original license of this six-bed family home, there is adequate supervision with at least one responsible person on-site for six residents. The applicant acknowledged that the number of responsible persons on-site –to- resident ratio will change to reflect any increase in the level of supervision, protection, or personal care required by the residents.

Leah Luca acknowledged an understanding of the qualification requirements for the responsible person or volunteers providing care to residents in the home.

Leah Luca acknowledged an understanding of the responsibility to assess the good moral character of employees and 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.

Leah Luca acknowledged an understanding of the administrative rules regarding medication procedures. In addition, Leah Luca indicated that resident medication will be locked up and that daily medication logs will be maintained on each resident receiving medication.

Leah Luca acknowledged their responsibility to establish the good moral character and suitability and obtain documentation of good physical and mental health status prior to each responsible person or volunteer working directly with residents. In addition, the applicant acknowledged the responsibility to maintain current employee records on file in the home for the licensee, responsible person, volunteers, or staff, and the retention schedule for all of the documents contained within each employee’s file.

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

Leah Luca acknowledges their 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. In addition, Leah Luca acknowledged the responsibility to maintain a current resident record on file in the home for each resident and the retention schedule for all of the documents contained within each resident's file.

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

Leah Luca acknowledged 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.

Leah Luca acknowledged an understanding of the administrative rules regarding the discharge criteria and procedural requirements for issuing a 30-day discharge written notice to a resident as well as when a resident can be discharged before the issuance of a 30-day written discharge notice.

Leah Luca acknowledged an understanding of the administrative rules regarding informing each resident of their resident rights and providing them with a copy of those rights.

Leah Luca acknowledged an understanding of the administrative rules regarding the written and verbal reporting of accidents and incidents and the responsibility to conduct an immediate investigation of the cause. Leah Luca indicated her intention to achieve and maintain compliance with reporting and investigation of each incident and accident involving a resident, employee, and/or visitor.

Leah Luca acknowledged the responsibility to obtain the required 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 the required forms and signatures to be completed for each resident on an annual basis. In addition, Leah Luca acknowledged the responsibility to maintain a current resident record on file in the home for each resident and the retention schedule for all of the documents contained within each resident's file.

#### **D. Rule/Statutory Violations**

Sunshine Manor Rochester Hills was in compliance with the licensing act and applicable administrative rules at the time of licensure.

**IV. RECOMMENDATION**

I recommend issuance of a six-month temporary license to this adult foster care family home with a capacity of six residents.



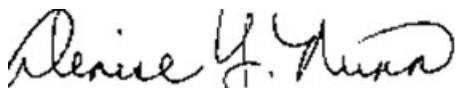
12/20/2024

---

Kristen Donnay  
Licensing Consultant

Date

Approved By:



12/20/2024

---

Denise Y. Nunn  
Area Manager

Date