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GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

MARLON I. BROWN, DPA
DIRECTOR

May 12, 2025

Matthew Wallin
Sun Haven Housing LLC
25262 Eureka Dr
Warren, MI 48091

RE: Application #: AS500418836
Sun Haven Housing
25262 Eureka Dr.
Warren, MI 48091

Dear Mr. Wallin:

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 4 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 "L. Reed".

LaShonda Reed, Licensing Consultant
Bureau of Community and Health Systems
Cadillac Place, Ste 9-100
Detroit, MI 48202
(586) 676-2877

enclosure

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

I. IDENTIFYING INFORMATION

License #:	AS500418836
Applicant Name:	Sun Haven Housing LLC
Applicant Address:	25262 Eureka Dr Warren, MI 48091
Applicant Telephone #:	(773) 984-6753
Administrator/Licensee Designee:	Matthew Wallin
Name of Facility:	Sun Haven Housing
Facility Address:	25262 Eureka Dr. Warren, MI 48091
Facility Telephone #:	(586) 381-7651
Application Date:	09/18/2024
Capacity:	3
Program Type:	DEVELOPMENTALLY DISABLED MENTALLY ILL

II. METHODOLOGY

09/18/2024	Enrollment
09/18/2024	PSOR on Address Completed
09/18/2024	Application Incomplete Letter Sent 1326/RI030, corrected application (highlighted portions)
09/19/2024	Contact - Document Sent Sent app incomplete via email
09/23/2024	Contact - Document Received 1326/RI030, Updated app
09/24/2024	File Transferred to Field Office
09/24/2024	Application Incomplete Letter Sent
01/27/2025	Application Complete/On-site Needed
03/13/2025	Inspection Completed On-site
03/13/2025	Inspection Completed-BCAL Sub. Compliance
03/24/2025	Inspection Completed-BCAL Full Compliance

III. DESCRIPTION OF FINDINGS & CONCLUSIONS

A. Physical Description of Facility

The small adult foster care home is in a residential area in Warren, Michigan. The home is a 1½ story aluminum exterior structure built on a crawl with a detached two car garage. The first floor of the home consists of a living room, kitchen, 1 full bathroom and two bedrooms. There is a first-floor laundry. There is first floor office, and the upstairs of the home will not be utilized.

The furnace is on the first floor of the home and has a 1-3/4-inch solid core door equipped with an automatic self-closing device and in a room that is constructed of material that has a 1-hour-fire-resistance rating. The hot water tank is located upstairs in the attic area of the home. The facility is equipped with interconnected, hardwire smoke detection system, with battery backup, which was installed by a licensed electrician and is fully operational.

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

Bedroom #	Room Dimensions	Total Square Footage	Total Resident Beds
1	12.5 x 14.9	183.15	2
2	8.2 x 9.7	78.5	1

Total beds: 3

The living room area measures a total of 176 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 **three (3)** 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 **three (3)** male ambulatory adults whose diagnosis is developmentally disabled and mentally impaired, in the least restrictive environment possible. Residents will be referred from the community.

Sun Haven Housing, LLC, is being established to help those individuals requiring adult foster care where supervision, encouragement, and wellness are needed. Sun Haven Housing, LLC will support male adults with high support needs due to developmental disabilities or mental illness. This specialized residential home intends to create self-belonging within their community and create growth and purpose in the residents' lives.

Services included in the program will consist of but will not be limited to personal care, supervision, protection, community services, and transportation. Additional services will be directly provided or contracted by Sun Haven Housing, LLC, including, but not limited to, occupational/physical therapy, speech, dietary, nursing, psychiatric, behavioral, and applied behavioral analysis, dependent on the resident's needs. The services provided are by trained direct-care staff who support clients in meeting their needs as outlined in their service plans. The goal is to maintain and improve levels of functioning through community involvement and other programs offered to bring the residents together. All staff will be trained to meet the needs of each resident.

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 Sun Haven Housing L.L.C, which is a “Domestic Limited Liability Company”, was established in Michigan, on 05/22/2024. 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 Sun Haven Housing L.L.C. has submitted documentation appointing Matthew Wallin as Licensee Designee and the Administrator of the facility.

Mr. Wallin worked as a Caregiver from May 2010 – April 2011 and as a private duty caregiver from March 2023 to August 2023. In these positions, Mr. Wallin's tasks were personal care and transportation to and from medical appointments of a quadriplegic person and an individual with a leg amputee who had diabetes and a stroke. Mr. Wallin has completed all required training.

A licensing record clearance request was completed with no lein convictions recorded for Matthew Wallin. Matthew Wallin submitted a medical clearance request with statements from a physician documenting their good health and current TB-tine negative results.

Matthew Wallin has 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 3-bed facility is adequate and includes a minimum of 1- staff –to- 3 residents per shift. All staff shall be awake during sleeping hours.

Matthew Wallin acknowledges an understanding of the training and qualification requirements for direct care staff prior to each person working in the facility in that capacity or being considered as part of the staff 1–to-3 resident ratio.

Matthew Wallin 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), L-1 Identity Solutions™ (formerly Identix ®), and the related documents required to be maintained in each employees record to demonstrate compliance.

Matthew Wallin 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, Matthew Wallin 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.

Matthew Wallin acknowledges their responsibility to obtain all required documentation and signatures that are to be completed prior to each direct care staff or volunteer working with residents. In addition, Matthew Wallin acknowledges their responsibility to maintain a current employee record on file in the home for the licensee, administrator, and direct care staff or volunteer and the retention schedule for all of the documents contained within each employee's file.

Matthew Wallin acknowledges an understanding of the administrative rules regarding informing each resident of their resident rights and providing them with a copy of those rights. Matthew Wallin indicated that it is their intent to achieve and maintain compliance with these requirements.

Matthew Wallin 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. Matthew Wallin 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.

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

Matthew Wallin acknowledges their responsibility to obtain all of 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, Matthew Wallin acknowledges their responsibility to maintain a current resident record on file in the home for each resident and the retention schedule for all the documents contained within each resident's file.

Matthew Wallin 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

Matthew Wallin was in compliance with the licensing act and applicable administrative rules at the time of licensure.

IV. RECOMMENDATION

I recommend issuance of a temporary license to this AFC adult small group home (capacity 1-3).

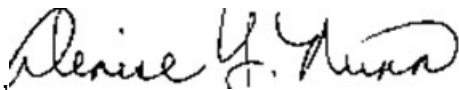


03/28/2025

LaShonda Reed
Licensing Consultant

Date

Approved By:



05/12/2025

Denise Y. Nunn
Area Manager

Date