



JENNIFER M. GRANHOLM
GOVERNOR

STATE OF MICHIGAN
FAMILY INDEPENDENCE AGENCY
OFFICE OF CHILDREN AND ADULT LICENSING



MARIANNE UDOW
DIRECTOR

June 21, 2004

Caryn Cogar
Advance Teaching Concepts Inc
P.O. Box 158
South Lyon, MI 48178

RE: Application #: AS630255103
Wildwood Home
2985 Wildwood
Holly, MI 48178

Dear Ms. Cogar:

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 feel free to contact me with any questions. In the event that I am not available and you need to speak to someone immediately, please feel free to contact the local office at (248) 975-5053.

Sincerely,

Genevieve Lopez, Licensing Consultant
Office of Children and Adult Licensing
Suite 358
41000 Woodward
Bloomfield Hills, MI 48304
(248) 975-5069

enclosure

**MICHIGAN FAMILY INDEPENDENCE AGENCY
OFFICE OF CHILDREN AND ADULT LICENSING
LICENSING STUDY REPORT**

I. IDENTIFYING INFORMATION

License #: AS630255103

Applicant Name: Advance Teaching Concepts Inc

Applicant Address: 60674 Russell Lane
South Lyon, MI 48178

Applicant Telephone #: (248) 486-5368

Administrator/Licensee Designee: Caryn Cogar, Designee

Name of Facility: Wildwood Home

Facility Address: 2985 Wildwood
Holly, MI 48178

Facility Telephone #: (248) 755-2710

Application Date: 12/10/2002

Capacity: 4

Program Type: Developmentally Disabled

II. METHODOLOGY

12/10/2002	Enrollment
07/15/2003	Comment Transferred entire LD file to Bloomfield Hills per B. Smalley
07/17/2003	Comment application rec'd from Lansing
07/31/2003	Inspection Completed On site
08/05/2003	Comment Preliminary inspection sent to applicant Environmental health inspection requested
08/06/2003	Comment Correspondence sent to applicant
11/05/2003	Contact-Telephone call received Received call from new Administrator
11/05/2003	Comment Faxed preliminary inspection letter, instructions on missing documents to new administrator
03/11/2004	Inspection completed onsite
03/15/2004	Contact – Telephone call made Call to OCDPH to track Environmental health inspection request
05/06/2004	Contact – Document received Environmental health inspection report received.

III. DESCRIPTION OF FINDINGS & CONCLUSIONS

A. Physical Description of Facility

1. Physical Plant

The facility is a former AIS/MR structure that was previously operated by another corporation. It is located in semi rural area of Holly Township surrounded by fields and similar single family dwellings. A county park is nearby. It has sprinkler and automatic alarm systems. Recreational, educational and medical resources are located in the surrounding communities of Holly and Flint. The house contains three bedrooms, two full bathrooms, a living room, kitchen/dining area, office and laundry room. The heating plant, water heater and water storage tank are located in an enclosed area only accessible from the outside. There is an attached double car garage.

The owner of the property is R & R Car Wash.

The following are the bedroom measurements:

<u>ROOM/LOC.</u>	<u>DIMENSIONS</u>	<u>AREA/SQ. FT.</u>	<u>CAPACITY</u>
B #1-SE(back)	16.9 x 11.3	188.4	2
B #2-SW	17.1 x 11.2	190.8	2
B #3- NW	16.10 x 11.3	189.3	2

CAPACITY OF: **6***

*Due to the residents' serious medical issues, the capacity is to remain at **4**

The following are the living space measurements:

<u>ROOM/LOCATION</u>	<u>DIMENSIONS</u>	<u>AREA/SQ. FT.</u>
Living Room	15 x 14	210

Based upon the proposed accommodation of 4 occupants and no live in staff, the home must minimally afford 35 square feet of indoor living area per occupant for a total of 140 square feet. Living space that was measured proved to be 210 square feet, which equals at least 52.5 square feet per occupant (4 residents). There is also additional living space in the family room area that did not need to be measured.

2. Environmental sanitation

The facility has a private sewage and water system. This consultant requested an environmental health inspection on 8/5/03. After several calls and faxing the request, the environmental health inspection was conducted on 4/20/04. The systems were determined to be in substantial compliance with applicable rules and given an "A" rating.

The general sanitation and cleanliness of the home were found to be in compliance with applicable rules. Garbage and refuse was to be disposed in containers with tight fitting lids.

3. General and Fire Safety

The facility was found to be in compliance with applicable rules. The emergency procedures were prominently posted. The facility's smoke and sprinkler system had been inspected and found to be operable.

NOTE: there are presently four wheelchair bound residents who are non mobile in their wheel chairs.

B. Program Description

1. Program statement

The program statement was developed and submitted as required by policy. The program statement indicated that specialized residential services were going to be provided to a developmentally disabled population who also were medically involved. The residents were to be placed by the responsible agency, Macomb Oakland Regional Center Inc.

2. Admission/discharge policy

There are four residents in placement who were not moved when the other corporation withdrew from licensure. These are male residents who have serious medical complications including uncontrolled seizure disorders. Their ages are in the 30-40 range and they are nonverbal. Residents are nonambulatory, nonmobile in their wheelchairs..

The applicant submitted the admission/discharge policy as required.

3. Administrative structure, qualifications and staffing

a. Corporate structure

The proposed facility is being operated by Advanced Teaching Concepts, Incorporated, a nonprofit corporation incorporated on October 21, 1993. The executive director designated Caryn Cogar, program director, as the licensee designee and administrator. She has extensive experience working with the designated population since 1993. She meets the requirements of R 400.14201 (2) (3) (6) (9) and R 400.14202 (1) through extensive work experience and training

b. Staffing

The facility will be staffed on a shift ration basis. The applicant submitted a staffing pattern that indicted that 8 employees were on the schedule at the time of the final inspection. Staff were fully trained and competent.

c. Record Keeping

Facility, staff and resident records were reviewed with the administrator and home manager on the final inspection. Forms were provided.

C. Rule/Statutory Violations

