



JENNIFER M. GRANHOLM
GOVERNOR

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



MARIANNE UDOW
DIRECTOR

October 8, 2004

LaDonna Siegmund
Donna's Elderly Care Centre, Inc.
19688 Ash Ct.
New Buffalo, MI 49117

RE: Application #: AS110263627
Donna's Elderly Care Centre, Inc.
19688 Ash Ct.
New Buffalo, MI 49117

Dear Ms. Siegmund:

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 (269) 337-5066.

Sincerely,

Monte Bender, Licensing Consultant
Office of Children and Adult Licensing
322 E. Stockbridge Ave
Kalamazoo, MI 49001
(269) 337-5285

Enclosure.

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

I. IDENTIFYING INFORMATION

License #: AS110263627

Applicant Name: Donna's Elderly Care Centre, Inc.

Applicant Address: 19688 Ash Ct.
New Buffalo, MI 49117

Applicant Telephone #: (269) 469-3626

Administrator/Licensee Designee: LaDonna Siegmund, Designee

Name of Facility: Donna's Elderly Care Centre, Inc.

Facility Address: 19688 Ash Ct.
New Buffalo, MI 49117

Facility Telephone #: (269) 469-3626

Application Date: 12/16/2003

Capacity: 4

Program Type: AGED

Directions to the Facility:

From Kalamazoo, I-94 west to New Buffalo (Exit #1); turn right (west) and take to the first stop light (Red Arrow Highway [US-12]); turn left; travel approximately 4 miles south to sign on the right indicating Grand Beach; turn right, crossing over railroad tracks, turn left (Grand Beach Road); travel south again to Dogwood Court, turn right; turn left onto Ash Court, house on the left.

II. METHODOLOGY

12/16/2003	Enrollment
12/22/2003	Comment Trans. for on-site, entire LU file sent to Kzoo
12/22/2003	Inspection Report Requested - Health
01/04/2004	Inspection Completed-Env. Health : A
01/20/2004	Comment Received App,fee receipt,record clear,& medical clear from CO on 12/15/03.
05/03/2004	Contact - Telephone call made Licensee: Still working on the ramp as second exit.
07/19/2004	Inspection Completed On-site
07/19/2004	Inspection Completed-BFS Full Compliance Original applic. - Change from AF home to AS home.

Inspection Process – This facility was originally licensed as a family home (AF) with an original license issued in August, 1987. During the change to a small group home this consultant inspected the home on two occasions, the first on February 9, 2004 and a follow-up inspection on July 19, 2004. All required documents have been received and reviewed for completeness and for meeting requirements as specified in the administrative rules for adult foster care small group homes.

III. DESCRIPTION OF FINDINGS & CONCLUSIONS

A. Physical Description of Facility

- Property Ownership – The licensee has provided a Building Permit/Certificate of Occupancy document that verifies LaDonna Siegmund as the owner of the property and facility. That document is contained in the record for reference.
- Description of the Structure – This is a one story brick and frame dwelling with a basement used only by the licensee. Located in the basement are the forced air furnace and hot water heater as well as the laundry washing machine and clothes dryer. The basement is currently used primarily for storage and for the sleeping quarters for the licensee and her mother. The main floor has a family room and a small dining area large enough to accommodate all home occupants, a kitchen, and a living room. There is a fireplace in the living room that is not used. The licensee has provided a statement indicating that the fireplace is not in use. There are three resident bedrooms on the main floor along with two full

bathrooms. The large resident bedroom, Bedroom #3, has a private bathroom. Bedrooms #1 and #2 are large enough for one resident each. Bedroom #3 is large enough to accommodate 2 residents. There is a deck area and swimming pool that are accessed from the family room.

- Square Footage of Bedrooms and Living Space –

Bedroom #3	(10' 7" x 14' 10")	=	156 Sq. Ft.	(2 Occupants)
Bedroom #2	(10' 0" x 12' 2")	=	121 Sq. Ft.	(1 Occupant)
Bedroom #1	(10' 0" x 12' 2")	=	121 Sq. Ft.	(1 Occupant)
Living Room	(13' 5" x 19' 2")	=	257 Sq. Ft.	
Dining Room	(6' 1" x 9' 8")	=	58 Sq. Ft.	
Family Room	(14' 4" x 17' 0")	=	243 Sq. Ft.	

The total living area, excluding bedroom and bathroom space, is 558 Sq. Ft., which far exceeds the minimum requirements for 6 occupants (the licensee, her mother and 4 residents).

- Sanitation – the Berrien County Health Department conducted an environmental inspection on January 4, 2004. The facility achieved an "A" rating, indicating that the facility is in substantial compliance with applicable rules. That report is contained in the licensing record for reference.
- Fire Safety – This consultant conducted two fire safety inspections of the facility. The facility is equipped with interconnected smoke alarms with battery backup. It also is furnished with at least one fire extinguisher on each floor. The fire extinguishers were recently examined by a certifying company and found to be in proper working order. The facility is in substantial compliance with applicable rules.

B. Program Description

Administrative Structure.

- Description of the Organizational Structure – The facility is being licensed as a corporation. LaDonna Siegmund is the licensee designee and administrator. She is also the sole stockholder of the corporation entitled Donna's Elderly Care Centre, Inc.
- Good Moral Character – Licensing Record Clearance Request Forms are on file and indicate the facility is in substantial compliance with applicable rules.
- Financial Stability and Capability – A review of the application and supporting financial documents required at the time of initial application indicate substantial compliance with the applicable rules regarding financial capability.

- Disclosure of Ownership Interest – Documents identifying LaDonna Siegmund as the owner of the facility are contained in the licensing record.

Qualifications and Competencies.

- Training – The licensee designee/administrator has provided information to this consultant regarding education, experience and training. The information indicates substantial compliance with the applicable rules.
- Health – A review of the medical clearance forms and TB test results indicate substantial compliance with licensing rules.

Program Information.

- Admission/Discharge – The licensee has filed a program statement and admissions policy as well as a discharge policy. The provider prefers to care for adult elderly, male and female residents of all ages. Wheelchair bound residents can be accommodated. Non-smokers preferred. If smokers are accepted they must abide by the house rules regarding smoking. The facility accepts private pay residents.
- Transportation – Transportation to appointments can be arranged with the licensee at no extra cost if the appointments are within reasonable distance. County wide public transportation is available for a fee.
- Recreation – Available within the facility is a giant screen television, newspapers and radio/stereo. The River Valley Senior Center offers various social activities to anyone wishing to attend. Transportation is also available for those residents wishing to attend.

Facility and Employee Records.

- Facility Records – A review of the application and supporting documents such as the Admission /Discharge Policy, Refund Policy, Program Statement, Standard and Routine Procedures, Emergency Preparedness Plans indicate substantial compliance with applicable rules. Record keeping will be evaluated further during the renewal inspection to be held in 6 months.
- Employee Records – There are two staff assisting the licensee in caring for the residents. The licensee has been provided with the requirements for staff records. Record keeping will be evaluated further during the renewal inspection to be held in 6 months.

IV. CONCLUSIONS

The findings of the on-site inspections and documentation contained in the Adult foster Care Licensing file indicate the facility is in substantial compliance with Act 218 and the Administrative Rules For Adult Foster Care Small Group Homes.

V. RECOMMENDATION

I recommend issuance of a temporary license to this AFC adult small group home (capacity 1-6).

Monte Bender
Licensing Consultant

Date

Approved By:

Gregory V. Corrigan
Area Manager

Date