



STATE OF MICHIGAN
DEPARTMENT OF HUMAN SERVICES
OFFICE OF CHILDREN AND ADULT LICENSING



JENNIFER M. GRANHOLM
GOVERNOR

MARIANNE UDOW
DIRECTOR

December 2, 2005

Laura Hopkins
Hopkins AFC Homes, Inc.
PO Box 728
Ewart, MI 49631

RE: Application #: AS670263217
Hopkins AFC #1
17686 9 Mile Rd
Reed City, MI 49677

Dear Ms. Hopkins:

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 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 (616) 356-0100.

Sincerely,

Connie Yolles, Licensing Consultant
Office of Children and Adult Licensing
Unit 13, 7th Floor
350 Ottawa, N.W.
Grand Rapids, MI 49503
(616) 356-0118

enclosure

**MICHIGAN DEPARTMENT OF HUMAN SERVICES
OFFICE OF CHILDREN AND ADULT LICENSING
LICENSING STUDY REPORT**

I. IDENTIFYING INFORMATION

License #:	AS670263217
Applicant Name:	Hopkins AFC Homes, Inc.
Applicant Address:	1375 Chaput Sears, MI 49679
Applicant Telephone #:	(231) 734-5936
Administrator/Licensee Designee:	Laura Hopkins
Name of Facility:	Hopkins AFC #1
Facility Address:	17686 9 Mile Rd Reed City, MI 49677
Facility Telephone #:	(231) 832-3325 12/01/2003
Application Date:	
Capacity:	6
Program Type:	DEVELOPMENTALLY DISABLED

II. METHODOLOGY

12/01/2003	Enrollment
12/01/2003	Application Received Original
12/01/2003	Fee Received Original
12/04/2003	Inspection Report Requested - Health
12/04/2003	Comment Entire LU file sent to area mgr for onsite visit
12/11/2003	Comment Application Packet Received from C.O.
12/15/2003	Inspection Completed-Environmental. Health: A
10/10/2005	Inspection Completed On-site
10/11/2005	Inspection Completed On-site
10/11/2005	Inspection Completed-BFS Substantial Compliance
10/11/2005	Inspection Report Requested - Health
10/31/2005	Inspection Completed-Environmental. Health: A Re-inspection required since 1st was over 12 mos. old
10/31/2005	Inspection Completed- Full Compliance

III. DESCRIPTION OF FINDINGS & CONCLUSIONS

A. Physical Description of Facility

This home was an existing AFC home that is changing from an individual license to a corporate license, therefore the licensee has changed. The license has remained in continuous effect. The home has two ramps leading from the home for easy exiting. The home can accommodate wheelchairs. The yard is very large. The laundry facilities are on the main floor as are all the bedrooms and the living areas. The bedrooms are as follows:

- 11' x 10' (110 square feet) to accommodate 1 resident
- 17'6" x 12'6" (218.75 square feet) to accommodate 3 residents
- 19'6" x 8'8" (168.87 square feet) to accommodate 2 residents

The living room and dining room have sufficient space to provide a minimum of 35 square feet of living area for each resident

The home has a well and septic system that was inspected by the health department on 10-31-2005. This consultant on 10-10-2005 completed the fire safety inspection and the home was found to be in compliance with the administrative rules for fire safety. On 10-31-2005 the home was found to be in full compliance with the administrative rules for adult foster care.

B. Program Description

The applicant is a corporation that was set up by the Hopkin's who have been running the home for several years under a license in their own names. Hopkins AFC Homes, Inc. was set up in 2003 and the articles of incorporation were filed with the state on 1-30-2003. The corporation is in good standing and by-laws have been developed and reviewed.

The home has a contract with Community Health and provides services to adult males with a developmental disability. A copy of the contract was reviewed. There is a staffing pattern of one staff to 6 residents. As needed the staffing ratio is raised to 2 staff for 6 residents. The home does provide a vehicle to transport residents on outings and to appointments. Recreational activities and teaching activities of daily living occur in the home. The home provides the activities as outlined in the individual plans of service. Outings include picnics, parades, bowling, rides, trips to the casino, or those activities outlined in the plans of service.

The licensee designee, who is also the administrator, was found to be of good moral character based on the record check completed by the department on 12-3-2003. The applicant was in serviced on the requirements of the statute and the rules governing Adult Foster Care. The applicant has a process in place to determine the good moral character of the employees hired and retained by the corporation. The licensee was in serviced on the handling of residents funds and a procedure is in place to assure compliance with those rules related to the handling and accounting of resident funds.

The home has filed admission and discharge procedures that are in compliance with the administrative rules. Residents are admitted through community health and must have a developmental disability to be placed in the home.

The home provides in home day programming according to the instructions written in the individual service plans. The home provides activities of daily living, community mainstreaming, leisure time activities, and social and recreational programs. Transportation is provided for most events.

The home has been in serviced regarding the need to maintain employee records and the licensee designee understands the requirements for the contents of these records. The applicant is aware of the requirement to provide a copy of the resident rights to the resident or their family.

C. Rule/Statutory Violations

At the time of the final inspection the home was found to be in full compliance with the administrative rules for an adult foster care small group home.

IV. RECOMMENDATION

I recommend the issuance of a temporary license for this AFC adult small group home for a capacity of 6.

Connie Yolles
Licensing Consultant

Date

Approved By:

Jack R. Failla
Area Manager

Date