



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



JENNIFER M. GRANHOLM
GOVERNOR

MARIANNE UDOW
DIRECTOR

July 21, 2006

Jeffrey Minard and Evelyn Minard
3855 W. Downington Rd.
Snover, MI 48472

RE: Application #: AF760282910
Woodland Acres
3855 W. Downington Road
Snover, MI 48472

Dear Mr. and Mrs. Minard:

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 3 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 (586) 469-6951.

Sincerely,

Karen LaForest, Licensing Consultant
Office of Children and Adult Licensing
21885 Dunham Rd.
Clinton Twp., MI 48036
(586) 412-6835

enclosure

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

I. IDENTIFYING INFORMATION

License #:	AF760282910
Applicant Name:	Minard, Evelyn and Jeffrey
Applicant Address:	3855 W. Downington Rd. Snover, MI 48472
Applicant Telephone #:	(810) 672-9685
Administrator/Licensee Designee:	N/A
Name of Facility:	Woodland Acres
Facility Address:	3855 W. Downington Road Snover, MI 48472
Facility Telephone #:	(810) 672-9685
Application Date:	04/06/2006
Capacity:	3
Program Type:	AGED DEVELOPMENTALLY DISABLED PHYSICALLY HANDICAPPED

II. METHODOLOGY

04/06/2006	Enrollment
04/10/2006	Inspection Report Requested - Health
04/24/2006	Inspection Completed-Env. Health : A
05/01/2006	Application Incomplete Letter Sent
05/11/2006	Contact - Document Received Consultant received house rules, fee policy, emergency procedures, medical clearances on licensee and her husband, and property assessment from licensee.
05/11/2006	Application Incomplete Letter Sent
06/01/2006	Inspection Completed On-site Consultant conducted preliminary inspection-follow-up letter will be sent regarding physical plant, environmental and fire safety violations.
06/01/2006	Application Incomplete Letter Sent
07/19/2006	Application Complete/On-site Needed
07/19/2006	Inspection Completed On-site Final Inspection completed to ensure violations have been corrected as cited at the preliminary inspection.
07/19/2006	Inspection Completed-BFS Full Compliance

III. DESCRIPTION OF FINDINGS & CONCLUSIONS

A. Physical Description of Facility

Woodland Acres is a vinyl sided, newer, ranch style one and half story home, approximately 2400 square feet located on 48 acres in a rural area of Snover, Michigan in Sanilac County. The address is 3855 West Downington, Snover, Michigan 48472. The home has a ramp on the front of the house making it accessible for wheelchairs. There is a large living area, connected to a spacious kitchen and dining room, a full bathroom and two bedrooms to be occupied by residents. This is all located on the main level. The upstairs has a large bedroom and full bathroom that will be occupied by Mr. and Mrs. Minard and their two young children. Mr. Minard stated he plans on expansion the upper level for his family and eventually expanding the main level adding bedrooms for more residents. He was informed that prior to construction, all permits

must be obtained and approvals as well as a final certificate of occupancy sent to the consultant. The home also has a basement.

Mr. and Mrs. Minard own the home per their home loan agreement. The consultant conducted two inspections at the home, the preliminary inspection on June 1, 2006 and the final inspection on July 19, 2006.

Measurements of the living area were taken and are as follows: 17'10" x 15' or 267.45 square feet and the dining room measured 11'7" x 20' or 231.6 square feet, totaling 499.05 square feet of indoor living space, adequate for up to six residents and 4 family members (35 square feet times ten occupants or 350 square feet). There are two bedrooms to be utilized by residents and the measurements are as follows:

Bedroom Location	Measurement	Square Ft.	#Residents
Southwest	11'11" x 10' 2 ½"	121.70 sq. ft.	1
Northwest	11'6" x 11'3" plus 1'5" x 3' 7 ½"	134.52 sq. ft.	2

Total resident capacity is 3 residents.

The facility has private water and sewage. The Sanilac Environmental Health Department inspected the well and septic field and gave full approval on April 27, 2006.

The facility is well maintained and was neat and clean at both inspections. It contained all the necessary furnishings including living room furniture, kitchen table and chairs, beds and dressers in the resident areas, as well as closets, and ample towels, washcloths and linens. The kitchen had all the necessary appliances such as oven/stove, refrigerator and dishes, utensils; drinking glasses, bake ware and pots and pans. The waste receptacle contained a lid.

Medication will be stored and locked in a file cabinet per the applicants. Internals and externals will be separated for each resident. Handrail and nonskid surfacing in the shower was noted. The residents will not be using the tub/Jacuzzi and the applicant indicated this in writing.

The home has battery operated smoke detectors located by the bedrooms, in the basement, and by the kitchen area. All smoke detectors were functional when tested. The applicant has posted the emergency preparedness plans for fire, severe weather and medical emergencies and the schematic fire evacuation plan. Emergency telephone numbers were also posted by the telephones. The applicant obtained an electrical inspection of the facility on June 12, 2006 by Noko Electric, which indicated

that the facility appeared to be safe and electrical all in working order. The home also has electric heat.

B. Program Description

Mr. and Mrs. Minard submitted an application and fee for a family home on April 6, 2006. The application indicates the applicants will accept both males and females, 18 years and older, with a diagnosis of developmentally disabled and/or elderly, Alzheimer's and wheelchair accessible. The applicants have a ramp located off the front entrance of the home.

Mrs. Minard will be the primary caregiver. Mr. Minard will serve as the responsible person in his wife's absence. Mrs. Minard had a physical exam done on March 27, 2006 that indicated she is in good physical and mental health and she had a negative tuberculosis test on March 28, 2006. Mr. Minard had a physical completed on February 1, 2006 indicating he is in good physical and mental health and had a tuberculosis test with negative results done on March 28, 2006. Both applicants had criminal history checks done on April 10, 2006 indicating they are of good moral character. Mr. and Mrs. Miner had evidence that they have been fingerprinted and showed this to the consultant.

At the final inspection on July 19, 2006, the consultant explained how to establish a resident file and review with Mr. and Mrs. Minard the following resident forms: Resident Identification and Information record; Resident Weight Record; Resident Health Care Appraisal; Resident Medication Record; Resident Health Care Chronological; Resident Assessment Plan; Resident Care Agreement; Resident Funds and Valuable Forms Part I and II; Resident Incident and Accident Reports; and Fire Drill Forms. The consultant will review the resident records prior to the expiration date of the temporary license to ensure compliance.

C. Rule/Statutory Violations

The applicants were found to be in substantial compliance with the licensing act and applicable administrative rules.

IV. RECOMMENDATION

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

Karen J. LaForest

7/21/06

Karen LaForest
Licensing Consultant

Date

Approved By:

B. Smalley

07/21/2006

Barbara Smalley
Area Manager

Date