



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



JENNIFER M. GRANHOLM  
GOVERNOR

MARIANNE UDOW  
DIRECTOR

October 25, 2006

Diana Multer  
Diana's Care, L.L.C.  
10850 N. Riverview Dr.  
Plainwell, MI 49080

RE: Application #: AM030281708  
Diana's Care  
328 East Morrell  
Otsego, MI 49078

Dear Ms. Multer:

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 12 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,

Donna Konopka, Licensing Consultant  
Office of Children and Adult Licensing  
322 E. Stockbridge Ave  
Kalamazoo, MI 49001  
(269) 337-5241

Enclosure

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

**I. IDENTIFYING INFORMATION**

<b>License #:</b>	AM030281708
<b>Applicant Name:</b>	Diana's Care, L.L.C.
<b>Applicant Address:</b>	10850 N. Riverview Dr. Plainwell, MI 49080
<b>Applicant Telephone #:</b>	(269) 685-1163
<b>Administrator/Licensee Designee:</b>	Diana Multer, Designee
<b>Name of Facility:</b>	Diana's Care
<b>Facility Address:</b>	328 East Morrell Otsego, MI 49078
<b>Facility Telephone #:</b>	(269) 694-9760 01/25/2006
<b>Application Date:</b>	
<b>Capacity:</b>	12
<b>Program Type:</b>	AGED ALZHEIMERS PHYSICALLY HANDICAPPED

## II. METHODOLOGY

01/25/2006	Enrollment
02/02/2006	Inspection Report Requested - Health
02/02/2006	Contact - Document Sent Sent fire & Safety App. letter
02/02/2006	File Transferred To Field Office Kalamazoo
02/07/2006	Application Incomplete Letter Sent
03/02/2006	Inspection Completed-Environmental Health: A
05/01/2006	Contact - Document Sent Confirming letter sent
05/26/2006	Inspection Completed On-site Met with applicant to review program documents
09/26/2006	Inspection Completed-Fire Safety: A
10/23/2006	Application Complete/On-site Needed
10/23/2006	Inspection Completed-BFS Full Compliance

## III. DESCRIPTION OF FINDINGS & CONCLUSIONS

### A. Physical Description of Facility

The facility is a single story ranch style building located in a residential area of Otsego, MI. The home is wheelchair accessible and the bathrooms are equipped to handle residents with physical handicaps. The facility has 7 resident bedrooms ranging in size from 216 square feet of usable floor space in the suite to 177 square feet in the single bedrooms. The home has identified on the floor plan 2 bedrooms for single occupancy and 5 for double occupancy, although all the bedrooms are large enough to accommodate 2 residents. The facility is equipped with 2 full bathrooms with walk in showers and a third bathroom with a tub is also available in the home. The facility has a large dining and living room area that provides for living space in excess of licensing requirements.

The facility is on public water and sewage systems. An inspection conducted by the Allegan Co. Environmental Health Department on 3-2-06 found the facility to be in substantial compliance with the applicable environmental health rules.

The Bureau of Fire Services has approved the facility's building and the facility's smoke detection system. On 9-20-06 a Fire Safety Specialist completed an inspection and the facility was found to be in full compliance.

## **B. Program Description**

Diana's Care will provide services to individuals who are aged, physically handicapped or with Alzheimer's disease. An Alzheimer's Program Statement has been developed to address the services to be provided to those individuals. The licensee designee has identified males and females over the age of 45 years to be the target population for this facility. Diana's Care is a non-smoking facility. The facility prefers private pay individuals. Emergency transportation will be available.

The licensee is Diana's Care LLC, which was organized on 1-6-06 in Michigan. The sole members of the LLC are Nelson and Diana Multer, and the registered agent is Nelson Multer. The registered office address is 10850 N. Riverview Drive, Plainwell, MI 49080, which is the private residence of the Multers. Mr. and Ms. Multer are equal partners in the LLC. Nelson and Diana Multer are the owners of the property at 328 E. Morrell, Otsego, MI.

Diana's Care LLC has appointed Diana Multer to be the licensee designee for the corporation and to be the administrator of the facility. Ms. Multer is a Registered Nurse with a focus on gerontology nursing while completing her Bachelor's Degree in Nursing. She submitted documentation to verify her qualifications to be the licensee designee and administrator of the facility. Ms. Multer's Licensing Record Clearance and Licensing Medical Clearance demonstrated substantial compliance with the applicable rules. The financial information provided by Diana's Care demonstrated compliance with the applicable rules related to financial capability and stability.

Diana's Care will provide minimally a 1:12 staff to resident ratio at all times residents are in the home; additional staff may be used as determined by resident and operational needs of the facility. Initially Ms. Multer will be the primary care provider, with other staff being added as the resident population increases. Once additional staff is hired the facility will operate on a shift basis, having 3 eight and a half hour shifts daily. Ms. Multer will provide the majority of the training, with staff obtaining First Aid and CPR training for qualified trainers.

The requirements for resident record keeping were reviewed with Ms. Multer and she was supplied the forms required to achieve compliance with the rules related to resident records.

Diana's Care has developed and submitted to the Department personnel policies, job descriptions and house rules that will be utilized in the training of employees. The qualifications for direct care staff were reviewed with Ms. Multer and Section 400.734b of PA 218 was discussed regarding criminal history checks on employees. Diana's

Care is awaiting the assignment of passwords to access the website set up to achieve compliance with this rule.

Technical assistance was provided to Ms. Multer on Act and administrative requirements related to the home and resident and employee record keeping, including the handling and accounting of resident funds.

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

#### IV. RECOMMENDATION

Based on the findings it is recommended that a temporary license be issued. The terms of the license will enable the licensee to operate an adult foster care medium group home for 12 elderly, Alzheimer and physically handicapped residents. The term of the license will be for a six-month period effective 10-25-06.

*Donna Konopka*

10-25-06

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Donna Konopka  
Licensing Consultant

Date

Approved By:

*Gregory V. Corrigan*

10-25-06

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Gregory V. Corrigan  
Area Manager

Date