



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



JENNIFER M. GRANHOLM
GOVERNOR

MARIANNE UDOW
DIRECTOR

March 1, 2007

James Pilot
Saginaw Bay Human Services, Inc. DBA Bay Human Services
PO Box 741
Standish, MI 48658

RE: Application #: AS730287264
Glenvale
7026 Shattuck
Saginaw, MI 48603

Dear Mr. Pilot:

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 (989) 835-7241.

Sincerely,

A handwritten signature in blue ink that reads "Kathryn A. Huber".

Kathryn A. Huber, Licensing Consultant
Office of Children and Adult Licensing
411 Genesee
P.O. Box 5070
Saginaw, MI 48605
(989) 758-1922

enclosure

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

I. IDENTIFYING INFORMATION

License #: AS730287264

Applicant Name: Saginaw Bay Human Services, Inc. DBA Bay Human Ser

Applicant Address: 125 S. Forest St.
Standish, MI 48658

Applicant Telephone #: (989) 846-9631

Administrator/Licensee Designee: James Pilot, Designee
Justeen Blair, Administrator

Name of Facility: Glenvale

Facility Address: 7026 Shattuck
Saginaw, MI 48603

Facility Telephone #: (989) 792-5422

Application Date: 11/22/2006

Capacity: 6

Program Type: MENTALLY ILL

II. METHODOLOGY

11/22/2006	Enrollment
11/29/2006	File Transferred To Field Office Sag.
12/04/2006	Application Complete/On-site Needed
01/11/2007	Inspection Completed-BFS Sub. Compliance
02/16/2007	Inspection Completed On-site
02/16/2007	Inspection Completed-BFS Full Compliance

III. DESCRIPTION OF FINDINGS & CONCLUSIONS

A. Physical Description of Facility

The property at 7026 Shattuck, Saginaw, Michigan 48603 is owned by Saginaw County Mental Health Authority and leased to Saginaw-Bay Human Services, Inc. This is a change of ownership as Glenvale was previously licensed to Valley Residential Services, Inc.

The premises located at 7026 Shattuck, Saginaw, Michigan 48603 is located in Saginaw Township on the northwest corner of Shattuck and Hospital Roads. Land use in the vicinity is residential. This is a single story four-bedroom ranch style home and is air-conditioned and heated with natural gas. Glenvale utilizes public water and sewer systems. Glenvale is vinyl sided and built on a basement. The home has an attached two-car garage. The capacity of the home will enable two residents to occupy two private rooms and four residents to occupy two semi-private rooms.

The interior of the home consists of four bedrooms, two full bathrooms, living and dining rooms, family room, office, and a kitchen. All four bedrooms have the same dimensions and each room contains 166.83 square feet. This equates to 83.41 square feet per resident in each bedroom. The bedrooms are located across the hall from each other. There are two full bathrooms that are located between the bedrooms and are located across the hall from each other.

The living room/dining area contains 360 square feet of space. The front family room contains 294.19 square feet of space. This equates to 109.03 square feet of common space per household occupant. This licensing consultant determined Glenvale to be in full compliance with the *Maintenance of Premises Rules for Adult Foster Care Small Group Homes* on February 16, 2007.

Glenvale's smoke detection system is hard-wired to the building's electrical supply with battery backup. Fire Pros, Inc. completed sensitivity testing on all the smoke detectors on March 23, 2006. The residence is also sprinkled. Fire Pros, Inc. also inspected the sprinkler system on March 26, 2006, and all tested devices were determined to be in good working order. The home has fire extinguishers and posted evacuation routes. AC Answer Heating and Cooling, Inc. inspected the furnace on May 1, 2006. There were some repairs made and the furnace was determined to be in good working order. This licensing consultant determined Glenvale to be in compliance with the *Fire Safety Rules for Adult Foster Care Small Group Homes* on February 16, 2007.

Emergency medical and social services are abundantly available within the City of Saginaw. This would include mental health services, community educational and recreation programs, activity centers, medical clinics, and hospitals. Glenvale shall be responsible for all transportation associated with educational, medical, social and recreational activities.

B. Program Description

Glenvale shall serve male and female adults that are mentally ill and/or developmentally disabled. Referrals shall be limited to those persons who require specialized services from the Saginaw County Mental Health Authority.

Saginaw-Bay Human Services, Inc. is a large non-profit organization that has been incorporated since October 1, 1987. Saginaw-Bay Human Services has operated an abundant number of adult foster care homes throughout the State of Michigan since incorporating. J. Joseph Pilot is Executive Director of this corporation, that is in good standing.

The mission statement of Saginaw-Bay Human Services, Inc. was reviewed. It indicated, "it is the purpose of Saginaw Bay Human Services to serve a population of developmentally disabled or mentally ill adults, male and female, 18 years of age and older. We will provide care that will improve a consumers' physical and intellectual functioning and independence. Among out specific programs, we will provide:

- A. Social Skills
- B. Community Contact
- C. Recreation
- D. Safety Skills
- E. Independence
- F. Medical Care
- G. Privacy
- H. Follow Written Treatment Plans
- I. Nutrition.

This list may change as the treatment goals of each individual changes."

This Department provided J. Joseph Pilot, Designated Licensee, and Justeen Blair, Administrator with a comprehensive review of the record keeping requirements for responsible persons and residents. All of the required forms were reviewed and Justeen Blair was instructed on how to complete and when to use them.

Application processing included a review of J. Joseph Pilot's and Justeen Blair's health care appraisals and criminal history clearances. J. Joseph Pilot and Justeen Blair were determined to be in good physical health and of good moral character. Saginaw-Bay Human Services, Inc. financial stability was reviewed and the corporation was determined to be in satisfactory financial condition. Procedures are in place to assure compliance with those rules related to the handling and accounting for resident funds. It was determined that the above referenced inquires met substantial compliance with the statutory and administrative rule requirements for adult foster care.

A written process is in place for determining the good moral character of persons employed by Saginaw-Bay Human Services, Inc. Saginaw Bay Human Services, Inc. will train all Glenvale staff in all facets of adult foster care. The Saginaw County Community Mental Health Authority shall also train all Glenvale staff in the Department of Community Mental Health Group Home Training Curriculum.

Staffing at Glenvale shall consist of three responsible persons to five residents during daytime hours. Two responsible persons will be on duty during evening and sleeping hours. A resident shall not be left alone or unsupervised at Glenvale and a responsible person shall be on-site whenever a resident is in the home.

C. Rule/Statutory Violations

None.

IV. RECOMMENDATION

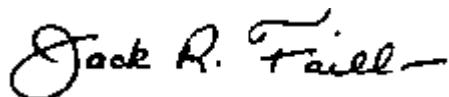
Based on the findings of this licensing investigation and submission of all required documents through the pre-licensing process, it is the recommendation of this licensing consultant to issue a temporary license to Saginaw-Bay Human Services, Inc. to operate Glenvale. The terms of the license will enable Saginaw-Bay Human Services to provide male and female adults who are aged, developmentally disabled, and/or mentally ill with personal care, supervision and protection, to a total of six residents at 7026 Shattuck, Saginaw, Michigan. The duration of the license shall be for six months effective March 1, 2007.



Kathryn A. Huber
Licensing Consultant

Date: March 1, 2007

Approved By:



3/1/2007

Jack R. Failla
Area Manager

Date