



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



JENNIFER M. GRANHOLM
GOVERNOR

MARIANNE UDOW
DIRECTOR

March 15, 2007

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

RE: Application #: AS170287099
Oak Trail
8268 S. Mackinaw Tr.
Sault Ste Marie, MI 49783

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 Deborah L. Clark, Area Manager, at (906) 228-0780.

Sincerely,

Mark Muscoe, Licensing Consultant
Office of Children and Adult Licensing
234 W. Baraga Ave.
Marquette, MI 49855
(906) 228-0784

enclosure

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

I. IDENTIFYING INFORMATION

License #:	AS170287099
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
Name of Facility:	Oak Trail
Facility Address:	8268 S. Mackinaw Tr. Sault Ste Marie, MI 49783
Facility Telephone #:	
Application Date:	11/13/2006
Capacity:	6
Program Type:	MENTALLY ILL DEVELOPMENTALLY DISABLED

II. METHODOLOGY

11/13/2006	Enrollment.
11/15/2006	Inspection Report Requested – Health.
11/15/2006	Application Incomplete Letter Sent/ Michele Nettleton.
11/22/2006	Contact - Document Received/ Michele Nettleton.
11/29/2006	Application Complete/On-site Needed
12/05/2006	Application Incomplete Letter Sent/ Additional information requested.
12/21/2006	SC-Application Received - Original
01/11/2007	Inspection Completed On-site. Inspection Completed-BFS Sub. Compliance
01/20/2007	Corrective Action Plan Approved
02/21/2007	Inspection Completed On-site – Final Physical Plant Inspection.
02/28/2007	Contact - Document Received/ Training Records - Staff.
03/07/2007	Contact - Telephone call received/ Michelle Nettleton.
03/14/2007	Contact - Telephone call made/ Michelle Nettleton.
03/15/2007	Inspection Completed-BFS Full Compliance
03/20/2007	Tammy Unger.

III. DESCRIPTION OF FINDINGS & CONCLUSIONS

A. Physical Description of Facility

Oak Trail AFC is a new six-bed small group adult foster care facility. Bay Human Services will operate Oak Trail AFC under a contractual agreement with Hiawatha Behavioral Health to provide specialized contract services to developmentally disabled and mentally ill adults. Bay Human Services, is the owner of this facility, based on documentation provided.

The facility is located in Dafter Township. The setting is rural, on a large lot with another adult foster care home. This lot is well separated from other residential housing in the area. The facility is very close to Sault Ste. Marie, where case management agencies, medical, dental, psychological and psychiatric services are available. A major hospital, shopping centers and recreational activities are all close to the facility.

The facility, new frame construction, is located on S. Mackinac Trail. The main level of the facility is serviced by wheelchair ramps on the south side, the east side, and the west side and in the garage. The ramps were built to specifications of the administrative rules for small group homes. The home may provide services to individuals that ambulate via wheelchair. The front of the facility faces south. There is a large commons and dining area on the main level of the facility. The kitchen of the facility adjoins the dining area on the main level. The laundry room, utility room, and facility office are in the center of the east wing.

The facility is appropriately furnished and decorated. The facility has a large central multi-use area with ample general use areas. The dining area measures 7' x 15' 8", or sq. ft., 110 sq. ft. The family room is connected to the dining area creating a large open expanse. The family room measures 30' 9" x 17', or 521 sq. ft. The total square footage available for general use by residents is 631 sq. ft.

The facility has six single occupancy bedrooms in two separate wings:

Bedroom #1: (southwest corner) 10'6" x 10'8") or 113 sq. ft., approved single occupancy only.

Bedroom #2: (northwest corner) 10' x 9'7", 4'6" x 7'2" alcove, 128 sq. ft., approved single occupancy only.

Bedroom #3: (northwest/ center) 10' x 9'7", 4'6" x 7'2" alcove, 128 sq. ft., approved single occupancy only.

Bedroom #4: (northeast corner) 10' x 5' 10", 4' 6" x 7'7" alcove, 93 sq. ft, approved single occupancy only.

Bedroom #5 (southeast corner) 9'8" x 15', 146 sq. ft., approved for single occupancy.

Bedroom #6 (south/ center) 9'6" x 15', 143 sq. ft., approved for single occupancy.

The facility has a large barrier free bathroom with shower in the west wing. A second bathroom with a tub and shower is located in east wing.

Advanced Climate Control, a licensed plumbing and heating company installed the facility's gas forced air furnace. Mechanical, plumbing and heating, and electrical certificates of inspection from Chippewa Co. Building authorities were noted to be in place on 02-21-07. Bay Human Services provided a copy of the Certificate of Occupancy.

The Chippewa County Health Department inspected the septic system and the water supply of the home on 12-19-06. No rule violations were found with the septic system or the water supply.

B. Program Description

As requested in their application, Bay Human Services will provide personal care, supervision and protection to six developmentally and/ or mentally ill individuals. The home is barrier free and may accommodate residents that ambulate via wheelchair.

Staff trained by Bay Human Services, will provide direct care services. Hiawatha Behavioral Health will provide case management services. Adult Learning Systems will provide individualized programming through the person centered planning process.

Bay Human Services has a well-defined process for determining good moral character. This responsibility has been discussed with Tammy Unger, Licensee Designee.

Bay Human Services, is aware of licensee responsibility to safeguard resident funds and valuables. Ms. Tammy Unger is aware of R400.14315, and has agreed to comply with the administrative rules in this section of the licensing rules for Small Group Homes.

C. Rule/Statutory Violations

There were no rule violations after the final inspection.

IV. RECOMMENDATION

Issuance of a temporary license for this small group adult foster care facility, capacity of six or less.



03/20/2007

Mark Muscoe
Licensing Consultant

Date

Approved By:



03/19/07

Deborah Clark
Area Manager

Date