



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



JENNIFER M. GRANHOLM
GOVERNOR

MARIANNE UDOW
DIRECTOR

April 10, 2007

Debra Cooper
231 Winter Street
Battle Creek, MI 49015

RE: Application #: AM130280958
Stepping Stone AFC
69 Fremont Street
Battle Creek, MI 49017

Dear Ms. Cooper:

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 10 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,

Kenneth Tindall, Licensing Consultant
Office of Children and Adult Licensing
322 E. Stockbridge Ave
Kalamazoo, MI 49001
(269) 337-5264

enclosure

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

I. IDENTIFYING INFORMATION

License #:	AM130280958
Applicant Name:	Debra Cooper
Applicant Address:	231 Winter Street Battle Creek, MI 49015
Applicant Telephone #:	(269) 964-8733
Administrator/Licensee Designee:	N/A
Name of Facility:	Stepping Stone AFC
Facility Address:	69 Fremont Street Battle Creek, MI 49017
Facility Telephone #:	(269) 964-0490
Application Date:	12/05/2005
Capacity:	10
Program Type:	MENTALLY ILL

II. METHODOLOGY

12/05/2005	Enrollment
12/07/2005	Application Incomplete Letter Sent 1326 for Debra, applicant, items 40, 44, 48
12/07/2005	Inspection Report Requested - Fire change of ownership
12/07/2005	Inspection Report Requested - Health
12/14/2005	Application Complete/On-site Needed
01/03/2006	Inspection Completed-Env. Health: A
01/05/2006	Application Incomplete Letter Sent
04/04/2006	Inspection Completed On-site
04/04/2006	Inspection Completed-BFS Sub. Compliance
04/11/2006	Application Incomplete Letter Sent
05/22/2006	Inspection Completed On-site
05/23/2006	Inspection Completed-BFS Sub. Compliance
12/15/2006	Inspection Completed-Fire Safety: C
03/28/2007	Inspection Completed-Fire Safety: A
04/03/2007	Inspection Completed On-site
04/03/2007	Corrective Action Plan Approved
04/10/2007	Inspection Completed-BFS Full Compliance

III. DESCRIPTION OF FINDINGS & CONCLUSIONS

A. Physical Description of Facility

This home was previously licensed as an Adult Foster Care (AFC) Group Home (AM130007948). It is a two-story, wood frame house with a basement and detached garage. The second floor has 5 resident bedrooms and one full bathroom. The 1st floor has 1 resident bedroom, 1 full bathroom, kitchen, dining room, living room, and staff office/bedroom. The basement has a gas-fired furnace and water heater. This home is not wheelchair accessible. On file is documentation that verifies compliance with space requirements. The applicant owns the home, and proof of ownership is on file.

This home has municipal water and sewer. It was inspected by the Calhoun County Health Department on 1.3.2006 and found to be in substantial compliance with rules pertaining to Environmental Health (report on file).

The home is in substantial compliance with rules pertaining to Fire Safety. On file are the reports from the Bureau of Construction Codes and Fire Safety.

B. Program Description

Debra Cooper will be the licensee and administrator. Medical, TB, and criminal record clearances for Ms. Cooper are on file. Ms. Cooper's qualifications were reviewed and approved.

This home is approved to provide care to the Mentally Ill population and males only are accepted. Smoking is allowed in designated areas only. The applicant's admission and discharge policies are consistent with AFC Small Group Home rules.

The applicant will provide transportation services to local appointments. There is public transportation available and emergency medical transportation is available by calling 911.

The applicant will issue and review a copy of resident rights with each admission. The applicant was provided with all necessary resident record forms to permit rule compliance. This applicant has been operating this home for the past 6 years as the manager for the previous licensee and is therefore familiar with the Act and administrative rule requirements related to home, resident, and employee record keeping, including the handling and accounting of resident records.

The home's program statement indicates a variety of activities will be offered to meet each residents needs. The applicant's proposed staff/resident ratio is at least one staff to 10 residents, 24 hours a day.

The applicant is familiar with Act 29 regarding criminal background check requirements for staff/employees. A review of the application and supporting documents indicates substantial compliance with rules relating to financial capability of the applicant. Also on file are the facility documents that are required by rule.

C. Conclusion

This study is based upon Act No. 218 of the Public Act of 1979, as amended, and the administrative rules governing the operation of AFC Small Group Homes (12 or less). Included in the inspections was a review of policies and practices regarding residential care, resident programming, and administrative management, as well as Fire Safety and Environmental Health. The findings indicate this applicant is in substantial compliance with Act No. 218 and the administrative rules.

IV. RECOMMENDATION

I recommend issuance of a temporary license to this AFC adult medium group home (capacity 10).

Kenneth Tindall

4.10.2007

Kenneth Tindall
Licensing Consultant

Date

Approved By:

Gregory V. Corrigan

4.10.2007

Gregory V. Corrigan
Area Manager

Date