



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



JENNIFER M. GRANHOLM
GOVERNOR

MARIANNE UDOW
DIRECTOR

September 17, 2007

Margaret Hay
471 Maplehill Rd
Rochester, MI 48306

RE: Application #: AF630287197
Hay
471 Maplehill Road
Rochester, MI 48306

Dear Ms. Hay:

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 1 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 (248) 975-5051.

Sincerely,

John Pochas, Licensing Consultant
Office of Children and Adult Licensing
Suite 358
41000 Woodward
Bloomfield Hills, MI 48304
(248) 975-5085

enclosure

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

I. IDENTIFYING INFORMATION

License #:	AF630287197
Applicant Name:	Margaret Hay
Applicant Address:	471 Maplehill Rd Rochester, MI 48306
Applicant Telephone #:	(248) 652-0675
Administrator/Licensee Designee:	N/A
Name of Facility:	Hay
Facility Address:	471 Maplehill Road Rochester, MI 48306
Facility Telephone #:	(248) 652-0675
Application Date:	11/20/2006
Capacity:	1
Program Type:	DEVELOPMENTALLY DISABLED PHYSICALLY HANDICAPPED

II. METHODOLOGY

11/20/2006	Enrollment
11/28/2006	Comment File rec'd
12/07/2006	Application Incomplete Letter Sent
12/21/2006	Application Complete/On-site Needed
01/22/2007	Inspection Completed On-site Preliminary
09/12/2007	Final Inspection – Full compliance
09/13/2007	Recommend License Issuance
09/13/2007	LSR Generated

III. DESCRIPTION OF FINDINGS & CONCLUSIONS

A. Physical Description of Facility

On 11/20/06, the department received a license application from Margaret Hay, to operate an Adult Foster Care Family Home at the above referenced address, in Rochester Hills, Michigan. The applicant is seeking to operate a program of care and services for up to one (1) male adult with Developmental Disabilities. Mrs. Hay holds no other licenses, nor does she have other pending applications to operate adult foster care facilities in the State of Michigan.

The following is a report of findings of the pre-licensing evaluation for Hay group home. This evaluation is based upon the requirements of P.A. 218 of the Michigan Public Acts of 1979, as amended, and the administrative rules governing operation of Adult Foster Care Family Homes, with an approved capacity of one to six residents, licensed or proposed after March 27, 1980. This evaluation consisted of:

1. Fire safety evaluation and approval, by the assigned consultant on 12/21/06, 1/22/07 and 09/12/07.
2. On-site inspections by the assigned consultant on 12/21/06, 1/22/07 and 09/12/07.
3. Review of all application materials submitted.
4. Review of environmental sanitation requirements by the assigned consultant. It is noted that Hay group home is connected to a public water supply and sewage disposal system.

Hay group home is an aluminum sided ranch home located in Rochester Hills, Michigan. The total home capacity measures approximately 2300 square feet.

The interior of the home is dry wall construction, nicely decorated and well maintained. The home consists of a living room, dining room and kitchen areas. The resident bedroom is located to the left of the main entrance, just past the living/dining room area.

The home has a gas forced air furnace located in the laundry room. The heating plant was recently inspected on 3/3/07.

Rule 27 (1) A licensee shall provide, per occupant, not less than 35 square feet of indoor living space, exclusive of bathrooms, storage areas, hallways, kitchen, and sleeping areas.

At the preliminary inspection, indoor living areas were measured and found to be of the following dimensions:

ROOM	DIMENSION	AREA OF SQUARE FT
Living/ Dining Room	23'10" X 11'6"	268
Kitchen	12' X 10'	120
Family Room	22'7" X 16'	363
Recreation Room	15' X 16'	240

Based upon the above information and the proposed accommodation of five (5) occupants (licensee, spouse, daughter, son and one (1) resident), the home would afford 126 square feet of indoor living area per occupant. The house is, therefore determined to be in compliance with the requirements of Rule 27 (1).

Rule 32 (1) As used in this rule "usable floor space" means floor space that is under a ceiling which is not less than 6 feet 6 inches in height, excluding closets and space under a portable wardrobe.

Rule 32 (2) A bedroom shall have not less than 65 square feet of usable floor space per bed.

Bedroom areas were measured at the time of preliminary inspection and were found to be of the following dimension, and accommodation capacity:

ROOM/LOCATION	DIMENSION	SQ. FT.	CAPACITY
Bedroom # 1(Guest)	11'6" X 9'6"	111	0

Bedroom # 2 (Guest)	12'5" X 11'6"	145	0
Bedroom # 3 (Resident)	11'6" X 10'6"	123*	2
Bedroom # 4 (Licensee)	16'3" X 17'	277	
		Total Capacity	1

- Variance was granted on room size due to presence of medical assistive devices.

Based upon the above information, it is concluded that this facility has the square footage necessary to accommodate one resident, as requested in the application.

At the time of final inspection, the facility was found to be in substantial compliance with departmental requirements relating to physical plant.

Rule 27 (1) A licensee shall provide, per occupant, not less than 35 square feet of indoor living space, exclusive of bathrooms, storage areas, hallways, kitchen, and sleeping areas.

At the final inspection it was noted that the facility was equipped with all required furnishings, linens, cooking and eating utensils.

Environmental Sanitation

Hay group home utilizes a public water supply and sewage disposal system. At the time of final inspection, kitchen and bathroom areas were noted to be clean and well maintained. The bathrooms were also noted to be equipped with non-skid surfacing and handrails. Poisonous and caustic materials will be stored in areas not used by the resident, nor used for food preparation or storage.

The kitchen waste receptacle was also noted to be equipped with a close fitting cover. All garbage and rubbish will be kept in leak-proof, nonabsorbent containers, and will be removed from the facility at least weekly and more often if necessary. Mrs. Hay has also indicated that there are presently no problems with the home's plumbing system.

At the time of final inspection, the facility was determined to be in compliance with departmental requirements relating to sanitation.

Fire Safety

At the time of final inspection, the home was found to be equipped with all required smoke detection units and one five-pound multi-purpose fire extinguisher. All interior finish materials are at least a Class C standard.

An evacuation plan and written procedures to be followed in case of fire, medical and severe emergency was also posted as required. Required emergency phone numbers were also observed posted immediately adjacent to the telephone. Mrs. Hay indicated it is her intent to conduct a minimum of four fire drills per year, with two of the required drills being conducted during sleeping hours. A record of fire drills conducted will be kept in the home. The facility can accommodate a resident who regularly requires the use of a wheelchair, as the home has a barrier free design.

At the time of final inspection, the home was found to be in compliance with all departmental requirements relating to fire safety.

B. Program Description

1. Administrative structure and staff capabilities

At the time of final inspection, it remains Mrs. Hay's intent to assure primary responsibility for the provision of adult foster care and the maintenance of all facility records.

Mrs. Hay has been involved previously in the provision of child foster care services for developmentally disabled adults for almost 15 years. During this period of time, she has acquired the administrative and management skills necessary to operate the home.

Medical Records Clearance documents submitted for Mrs. Margaret Hay, Licensee, spouse, Edward Hay, son, Nicholas Hay and daughter, Jacqueline indicate that they are in good physical and mental health, and that the licensee has no limitations for work with or around adult foster care residents. Negative tuberculin test results have also been submitted for Mrs. Hay, Mr. Hay and son and daughter. Mrs. Hay has identified Mr. Robert Hay, as a responsible person, in the event Mrs. Hay will be away from the home for longer than 48 hours. Medical and Record Clearance documents have been submitted which indicate that Mr. Hay is in good health and moral character to work with adult foster care residents.

Good Moral Character of Mrs. Hay, Mr. Hay and their daughter, Jacqueline has been verified by the processing of BR S 1326, Record Clearance Request form.

At the time of final inspection, the facility was determined to be in compliance with departmental requirements relating to administrative structure and staff capabilities.

2. Admission/Discharge Policy

Mrs. Hay has indicated her intent to use the terms identified in the Resident Care Agreement (BRS 3266). The parameters of admission/discharge were discussed with the licensee. Emergency discharge was also discussed. Individuals interested in placement into the Hay group home should contact Mrs. Hay at the home phone number- 248.652.0675.

The facility will provide adult foster care for up to one ambulatory developmentally disabled male adult. The fee policy statement included in the departments Resident Care Agreement form (BRS 3266) will be used at the home and indicates that the basic rate for care will be determined at the time of admission. Additional costs for any additional services required by the individual resident will be specified.

At final inspection, the home was determined to be in compliance with departmental requirement relating to admission and discharge.

Record Keeping

At the preliminary and final inspections, departmental requirements relating to resident rights, accident and incident reports, medications, resident identifying information, assessment plans, resident care agreements, and funds and valuables records, medical contact logs, resident physicals and weight records were discussed with Mrs. Hay and she has indicated that it is her intent to assure compliance with these requirements. A copy of these forms was given to Mrs. Hay.

Resident Rights

At the preliminary and final inspections, departmental requirements relating to resident rights, complaint and grievance procedures, incident and accident reports and medications were explained to Mrs. Hay and she has indicated her intent to assure compliance with these requirements. At the time of final inspection, the home was determined to be in compliance with departmental requirements relating to resident rights and care.

IV. RECOMMENDATION

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

John P. Pochas

9/13/2007

John Pochas
Licensing Consultant

Date

Approved By:

B. Smalley

09/17/2007

Barbara Smalley
Area Manager

Date