



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



JENNIFER M. GRANHOLM
GOVERNOR

ISMAEL AHMED
DIRECTOR

January 18, 2008

Carl Collins III
Alpha Living LLC
P.O. Box 3471
Highland Park, MI 48203

RE: Application #: AS630288924
Alpha Living, LLC
20174 Melrose
Southfield, MI 48075

Dear Mr. Collins III:

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 4 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) 975-5053.

Sincerely,

Sharon King, Licensing Consultant
Bureau of Children and Adult Licensing
Suite 1000
28 N. Saginaw
Pontiac, MI 48342
(248) 975-5086

Enclosure

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

I. IDENTIFYING INFORMATION

License #: AS630288924

Applicant Name: Alpha Living LLC

Applicant Address: P.O. Box 3471
Highland Park, MI 48203

Applicant Telephone #: (313) 341-4100

Administrator/Licensee Designee: Carl Collins III, Designee

Name of Facility: Alpha Living, LLC

Facility Address: 20174 Melrose
Southfield, MI 48075

Facility Telephone #: (248) 552-9388
03/12/2007

Application Date:

Capacity: 4

Program Type: PHYSICALLY HANDICAPPED
TRAUMATICALLY BRAIN INJURED

II. METHODOLOGY

03/12/2007	Enrollment
04/05/2007	Contact - Telephone call made Called Carmen Johnson in response to a recorded message she left. Scheduled an initial inspection for 4/10/2007.
04/10/2007	Contact - Telephone call made Called Carmen Johnson to confirm on-site inspection for this date.
04/11/2007	Inspection Completed On-site
04/12/2007	Application Incomplete Letter Sent Application returned as incomplete along with confirming letter identifying corrections that need to be made before a temporary license can be issued.
07/17/2007	Contact - Telephone call received Applicant called in response to a recorded message left for him earlier. Discussed the status of this pending application. He stated that he will submit completed documents. Physical plant corrections are being made.
09/07/2007	Contact - Telephone call received Voice mail message left by insurance representative.
09/10/2007	Contact - Telephone call made Called Farmers Insurance representative in response to a voice mail message she had left on 9/7/2007.
11/16/2007	Inspection Completed On-site
11/19/2007	Contact - Telephone call received State Rep. Bert Johnson called re: expediting application. Advised.
11/20/2007	Contact - Telephone call received Applicant called. Office appointment scheduled for Monday, 11/26/2007, at 11 AM.
11/26/2007	Contact - Face to Face Met with applicant and his designated administrator to review corrections still needed before a temporary license can be issued.
12/03/2007	Inspection Completed On-site
12/04/2007	Contact – Document Received Copies of letters, floor plan and evacuation plan received by fax.

01/14/2008	Inspection Completed On-site.
01/17/2008	Contact – Document Received Received faxed documents that were requested.
01/17/2008	Inspection Completed – BFS Full Compliance

III. DESCRIPTION OF FINDINGS & CONCLUSIONS

This evaluation is based upon the requirements of P.A. 218 of the Michigan Public Acts of 1979, as amended, and the Administrative Rules and Regulations applicable to the licensure of small group facilities (1-6), licensed or proposed to be licensed after 5/24/1994.

A. Physical Description of Facility

The Alpha Living, LLC home is a wood-sided frame home on a residential street in Southfield. The home is located between 8 and 9 Mile Road, west of Evergreen Road. The home is in close proximity to many resources that include shopping, churches, and recreational facilities. Medical services are available through Providence Hospital. The Alpha Living, LLC home is served by municipal water and sewage systems through the City of Southfield. Emergency medical services are available through the City of Southfield police and fire departments. Both street and off-street parking are available at the front of the house.

The Alpha Living, LLC home will be managed under Alpha Living, LLC. A copy of a warranty deed was submitted showing First Third, LLC owns the property at 20174 Melrose in Southfield, MI. 48075. A copy of a lease agreement was submitted showing that Alpha Living, LLC is leasing the property at 20174 Melrose in Southfield, MI. 48075 with a lease term ending 01/01/2009. As the resident agent for First Third, LLC and Alpha Living, LLC, Mr. Collins has the authority to continue to extend the leasing agreement indefinitely.

The home has four bedrooms, a kitchen with a dinette, and a very spacious family room. The home has 2 full bathrooms for resident use. The laundry facilities are located in a separate utility room that steps down into a room that is partially below grade. The gas hot water heater and furnace are both on the first floor, though the hot water heater is in the utility room and the furnace is located in its own separate room near the back of the house.

A large family room offers a total of 475 square feet of living space. The four bedroom sizes are as follows:

ROOM/LOCATION	DIMENSIONS	AREA/SQ.FT.	CAPACITY
North West Bedroom:	10'4" X 8'6"	87	1
North East Bedroom:	13'4" X 14'4"	191	1
Front West Bedroom:	13'8" X 9'3"	126	1
Front South Bedroom:	11' X 11'4" (-) (closet area)	110	1
TOTAL CAPACITY:			4**

**** THE HOME'S TOTAL CAPACITY IS IDENTIFIED AS FOUR TO ALLOW FOR PRIVATE BEDROOMS.**

At the time of the final inspections on 12/03/2007 and 1/14/2008, the kitchen and bathroom areas were inspected and found to be in substantial compliance with rules pertaining to sanitation. Poisons and caustics will be stored in a locked storage cabinet in the utility room, away from food preparation areas. The home has adequate food storage capacity. The refrigerator was equipped with thermometers to monitor the temperature of food storage. Water temperature was tested and read at 120 degrees Fahrenheit at the time of final inspection, which is the maximum temperature that is acceptable as defined by rule R 400.14401(2). The home was also found to meet the minimum requirements regarding food service (R 400.14402) and maintenance of premises (R 400.14403).

Fire Safety

The Alpha Living, LLC home has an integrated hard-wired smoke detection system that is directly connected to the Guardian Alarm Company for continuous monitoring. Installation of this alarm system meets the requirements of R 400.14505, with the smoke heads placed as required by the licensing rule and in compliance with current building codes. The alarm system has battery back-up. The home is also equipped with three fire extinguishers located in the kitchen, the utility room and in the family room. The home has two ramps, one at the front and one to accommodate both the side and back exits from the house. These three means of egress from the main floor and their exit doors meet the requirements of R 400.14507. All the bedroom and bathroom doors also meet the requirements of R 400.14507, with hardware that is positive-latching and non-locking-against-egress.

The interior of the home is of standard lath and plaster finish or equivalent in all occupied areas. The home meets the environmental and interior finish requirements of rules R400.14502, R 400.14503 and R 400.14504.

A gas forced air furnace heats the facility. The applicant supplied a copy of a receipt from RMC Service Company to confirm that the furnace was inspected on 12/01/2007 and was found to be "in good working condition". The furnace and the gas hot water heater are located in separate rooms off the main floor. The home's fireplace, located in the family room, will not be used. An outside, in-ground swimming pool and wooden shed-type structure that are both located in the back of the property are also identified as being restricted from resident use. The outside pool is secured by a lock and chain that is attached to a 4-foot high cyclone fence that surrounds the perimeter of the pool; the wooden shed-type structure in the yard is also secured with a lock. The licensee designee submitted a letter to the licensing unit identifying the fireplace, outside pool and shed-type structure as prohibited from resident access. A copy of this letter, dated 12/05/2007, is enclosed in the home file.

The applicant submitted written verification to confirm that the electrical operations in the home were inspected by a qualified technician and were found to be safe and in compliance with codes.

At the final inspections on 12/03/2007 and 1/14/2008, the home was found to be in compliance with rules relating to interior finish, smoke detection equipment, fire extinguishers, means of egress, both generally and for bedrooms, heating equipment, flame producing equipment, enclosures and electrical service.

Required Information

On 03/12/2007, the AFC licensing division received a completed AFC license application signed by Carl Collins, licensee designee, acting on behalf of Alpha Living, LLC. The original application for operation of a small group home at 20174 Melrose in Southfield was submitted with a proposed capacity for four men and/or women with a program that serves a population that is identified as having traumatic brain injury and may have a physical handicap. On the original application, Dana Anderson was identified as the administrator. Mr. Carl Collins later amended the original application and submitted a letter dated 04/09/2007 identifying Carmen Johnson as the appointed administrator.

An organizational chart has been submitted showing the administrative structure for the Alpha Living, LLC home to include the Licensee Designee, Administrator/Home Manager and Direct Care Workers.

A copy of Articles of Incorporation and Amendments to the Articles of Incorporation are on file with the licensing division. The documents show that Alpha Living, LLC is a non-governmental, Michigan domestic for-profit corporation that was established on November 14, 2005 for the purpose of providing room and board, supervision and management for disabled individuals. As of 3/21/2007, Mr. Carl L. Collins, III assumed sole membership interest in Alpha Living, LLC.

As part of the application process, a current revenue and expense trend report was submitted. This report includes a revenue and expense report for the Alpha Living, LLC home as well as a proposed budget. Mr. Collins also submitted a financial statement for the corporation.

B. Program Description

Administrative/Program/Resident Care /Records

1. Population to be served & Admission Criteria

The Alpha Living, LLC home will offer a program for adult men and women who are over 18 years of age and diagnosed with a traumatic brain injury. The home has two ramps and is therefore capable of serving individuals who are physically handicapped and require wheelchairs. According to the Program Statement, the Alpha Living, LLC program will provide 24-hour supervision, protection and daily living assistance along with room and board, laundry services, and administration of medications. The Alpha Living, LLC program will obtain professional health resources from outside of the home and coordinate them as specified according to each individual resident's needs. The facility will arrange for, or directly provide transportation as needed and agreed upon in the residents' individual written assessment plan. The Alpha Living Admission Policy specifies conditions and documents required for entry into the home, and the Discharge Policy identifies the conditions and notices required for departure. According to the Admission Policy, Alpha Living, LLC will only accept individuals for placement if they have sustained injuries as a result of a motor vehicle accident and are referred through qualified case managers under no fault insurance coverage.

Alpha Living, LLC does not have any contract agreement with any community mental health agencies for placement of residents into the Alpha Living, LLC home. Alpha Living, LLC expects that insurance reimbursements will satisfy all costs for care.

2. Applicant

The applicant is Alpha Living, LLC, a for-profit, Michigan based corporation that was incorporated on 11/14/2005. Alpha Living, LLC has not operated any other licensed adult foster care facilities.

3. Licensee Designee/Administrator

Mr. Carl Collins, III is the sole operating member and self-appointed licensee designee for Alpha Living, LLC. As the licensee designee, Mr. Collins, III will represent the corporation in licensing matters while appointing Ms. Carmen Johnson as the administrator over the daily operations of the facility.

Mr. Collins is an attorney who has been practicing in the state of Michigan since 1996. Carmen Johnson is a registered nurse who is employed on staff at Providence Hospital with experience in the Neuro-Science, Cardiac and Intermediate Intensive Care Units. She is also presently employed as a CNA (Certified Nurse Assistant) instructor for the American Red Cross.

Carmen Johnson has provided written verification of her academic and professional experience. She obtained an Associate Degree in Nursing from Henry Ford Community College in 1993 and a Bachelor of Science in Nursing from the University of Phoenix in 1999. Ms. Johnson has submitted a letter to the licensing division clarifying that she does not in any way want her nursing license attached to her position as an administrator of the Alpha Living, LLC facility. In her written statement, Ms. Johnson clarifies that she is “an administrator for Alpha Living and will never work in a nursing capacity” while employed in that position at the Alpha Living, LLC home.

Both Mr. Collins and Ms. Johnson provided written verification that they are in good physical and mental health and free from communicable tuberculosis. The most recent Medical Clearances were obtained in December of 2007. Licensing Clearances were obtained on both Mr. Collins and Ms. Johnson as a demonstration of her good moral character. Mr. Collins’ clearance was obtained on 3/13/2007 and Ms. Johnson’s was obtained on 7/09/2007.

Mr. Carl Collins has appointed his mother, Curlene F. Collins, to act on behalf of the licensee corporation in his absence; he has also appointed Ngina Bradford to act as the administrator in the absence of Ms. Johnson. Ms. Bradford is a registered nurse with a Bachelor of Science in Nursing, and has experience, education and training in management of facilities that service individuals with neurological injuries.

Ms. Johnson is aware that she is required to continue to obtain at least sixteen hours of professional training every year; and she will have to provide annual verification that she remains in good physical and mental health and is free from communicable tuberculosis.

4. Staffing plan, Proposed Ratios, Staff Training and Competencies

Alpha Living, LLC has proposed a staffing schedule of one staff person for four residents with one staff person assigned on one of three 8-hour shifts that are identified as follows: 7 AM-3PM; 3 PM-11PM; 11 PM-7 AM. This staffing ratio may be increased when necessary to meet the needs of the residents.

Although the appointed administrator has had experience with administrative rules governing the hiring and training of employees and maintenance of employee records, these were reviewed with the licensee designee and administrator on 11/26/2007, 12/03/2007 and 01/14/2008.

5. Records & Record Keeping

Alpha Living, LLC administrative records were reviewed and were found to be in substantial compliance. The licensee designee has not had any experience in complying with administrative rules governing facility, resident and employee records. Technical assistance was therefore provided to him and his appointed administrator Carmen Johnson.

IV. RECOMMENDATION

I recommend issuance of a temporary license to this adult foster care small group home facility with a capacity of four.

Sharon King

01/17/2008

Sharon King
Licensing Consultant

Date

Approved By:

Gregory V. Corrigan

01/18/2008

Gregory V. Corrigan
Area Manager

Date