



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



JENNIFER M. GRANHOLM  
GOVERNOR

ISMAEL AHMED  
DIRECTOR

June 30, 2008

Gloria Mitzelfeld  
LADD, Inc.  
P.O. Box 965  
Clarkston, MI 48347

RE: Application #: AS110295942  
Oak Grove Home  
8514 M-62  
Berrien Center, MI 49102

Dear Ms. Mitzelfeld:

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 (269) 337-5066.

Sincerely,

Susan Gamber, Licensing Consultant  
Bureau of Children and Adult Licensing  
322 E. Stockbridge Ave  
Kalamazoo, MI 49001  
(269) 337-5028

enclosure

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

**I. IDENTIFYING INFORMATION**

**License #:** AS110295942

**Applicant Name:** LADD, Inc.

**Applicant Address:** 8054 Ortonville Rd  
Clarkston, MI 48348

**Applicant Telephone #:** (248) 625-3870

**Administrator/Licensee Designee:** Gloria Mitzelfeld, Designee

**Name of Facility:** Oak Grove Home

**Facility Address:** 8514 M-62  
Berrien Center, MI 49102

**Facility Telephone #:** (269) 461-6751  
05/07/2008

**Application Date:**

**Capacity:** 6

**Program Type:** DEVELOPMENTALLY DISABLED

## II. METHODOLOGY

05/07/2008	Enrollment
05/07/2008	Application Incomplete Letter Sent re: record clearances for license designee & administrator
05/09/2008	Contact - Document Received rec. clearance for administrator
05/30/2008	Contact - Document Received record clearance for license designee
06/03/2008	Application Complete/On-site Needed
06/06/2008	Application Incomplete Letter Sent
06/06/2008	Inspection Completed-Environmental Health : A
06/25/2008	Inspection Completed On-site
06/25/2008	Inspection Completed-BFS Full Compliance

## III. DESCRIPTION OF FINDINGS & CONCLUSIONS

### A. Physical Description of Facility

This is a one story frame dwelling located in a rural area on a busy main road. This home was originally developed in 1980 to accommodate severely disabled individuals and is handicapped accessible throughout.

This home has three, two person bedrooms with 165 square feet, 171 square feet, and 170 square feet. This facility also has a formal dining room, a dining room, a family room, and a kitchen for resident use. There are two full resident bathrooms. This home has sufficient overall living area for the number of occupants.

This home has an office and a half bathroom for employee use. A main floor laundry room can be accessed by employees. The home also has an attached garage.

This home has a private water supply and sewage disposal system. The Berrien County Health Department gave this facility an "A" rating on May 20, 2008 indicating that the facility is in substantial compliance with applicable rules.

The fire suppression system exceeds small group home standards. The electrical, heating, and fire suppression systems have all been professionally inspected within the last 30 days and found to be in working order.

## B. Program Description

This home provides services for adults with developmental disabilities. The building has been licensed to another corporation since 1980, and this new license represents a change in licensee. The services and clients will remain the same. Specialized programming is funded through Riverwood Mental Health Center in Berrien county.

The licensee is LADD, Inc. a not for profit corporation located in Clawson, MI. LADD has a regional office in Dowagiac, MI. Gloria Mitzelfeld is the licensee designee; Theresa Shave is the administrator for this home.

This home is privately owned and leased to Riverwood Center. Riverwood Center contracts with LADD to operate the home.

LADD Inc. has been providing residential services for a number of years and Ms. Mitzelfeld and Ms. Shave have submitted ample documentation substantiating their qualifications to function as license designee and administrator.

This home will have three shifts of staff, with two employees per shift. A home manager will be assigned. All employees have completed the training sequence required for specialized homes.

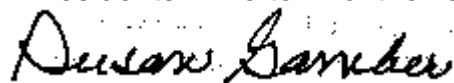
As stated, LADD, Inc. has operated adult foster care homes for a number of years and the licensee is familiar with the rules regarding record keeping and the statutory requirements pertaining to the hiring of direct care employees.

## C. Rule/Statutory Violations

This home was found to be in substantial compliance with the applicable licensing act and administrative rules during an on-site inspection on June 25, 2008.

## IV. RECOMMENDATION

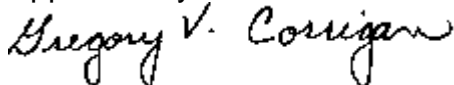
Based on the findings it is recommended that a temporary license be issued. The terms of the license will enable the licensee to operate an AFC home for six residents. The term of the license will be for a six month period.



Susan Gamber  
Licensing Consultant

June 26, 2008  
Date

Approved By:



Gregory V. Corrigan  
Area Manager

June 30, 2008  
Date