



JENNIFER M. GRANHOLM  
GOVERNOR

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



ISMAEL AHMED  
DIRECTOR

August 7, 2008

June Thompson  
Stonegate Village Assisted Living, LLC  
Suite 200  
3075 Orchard Vista Dr.  
Grand Rapids, MI 49546

RE: Application #: AH760291909  
Stonegate Village Assisted Living, LLC  
70 W Argyle Street  
Sandusky, MI 48471

Dear Ms. Thompson:

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 44 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 (586) 228-2093.

Sincerely,

Patricia J. Sjo, Licensing Staff  
Bureau of Children and Adult Licensing  
39531 Garfield  
Clinton Township, MI 48038  
(586) 228-3743

Enclosure

cc: J. Mahaffy

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

**I. IDENTIFYING INFORMATION**

<b>License #:</b>	AH760291909
<b>Applicant Name:</b>	Stonegate Village Assisted Living, LLC
<b>Applicant Address:</b>	Suite 200 3075 Orchard Vista Dr. Grand Rapids, MI 49546
<b>Applicant Telephone #:</b>	(616) 464-1564
<b>Authorized Representative/ Administrator:</b>	June Thompson, Authorized Representative Judy Mahaffy, Administrator
<b>Name of Facility:</b>	Stonegate Village Assisted Living, LLC
<b>Facility Address:</b>	70 W Argyle Street Sandusky, MI 48471
<b>Facility Telephone #:</b>	(810) 648-9410
<b>Application Date:</b>	08/03/2007
<b>Capacity:</b>	44
<b>Program Type:</b>	AGED

## II. METHODOLOGY

08/03/2007	Enrollment
08/06/2007	Plan Review Request (AH ONLY) sent to the Bureau of Fire Services (BFS) in the Department of Labor and Economic Growth and to the Health Facilities Engineering Section (HFES) of the Bureau of Health Systems in the Department of Community Health.
08/13/2007	Application Incomplete Letter Sent Requested that June Thompson, the facility's authorized representative, notify me when construction will be finished in 3 months, so we can meet to review policies and procedures.
09/11/2007	Contact – Telephone call received from corporate services manager. She will call HFES for the facility's project number. Construction has begun, and they expect to be finished in 3/08.
10/26/2007	Technical Assistance provided to the facility's operations manager of new development. He said he submitted building plans to HFES and BFS for approval. I informed him how he can modify the license capacity, because facility might want to put married couples in some rooms.
11/16/2007	Technical Assistance provided to the facility's operations manager of new development regarding 1) how to change the number of approved beds in each room after the facility opens and 2) the furniture, towels, and bedding the facility is required to provide.
11/20/2007	Contact – Telephone call received from Ms. Thompson, who said a building plan was not yet submitted to HFES although construction has started. I informed that HFES should approve the project prior to breaking ground, and I gave her HFES phone # so she can obtain project # and submit building plan. I reminded her to notify me 6-8 weeks before facility is ready to open, so policies and procedures can be reviewed.
11/27/2007	Technical Assistance provided to the corporate services manager, who said building plan and narrative description were not yet sent to HFES for approval. I advised that construction should not be done until HFES approves the plans, because applicant might have to change construction. I explained how # of licensed beds could be increased.
12/7/2007	Contact – Document Received HFA application information update received, increasing the requested license capacity from 26 beds to 44 beds.

01/23/2008	Contact – Document Received HFES Plan Review dated 1/8/08 stated that the facility will have 44 beds, and some modifications are needed before the facility can be approved for occupancy.
02/19/2008	Contact – Document Received HFES letter to architect regarding the need for written responses to all items from the original plan review.
03/26/2008	Construction Permit Received Issued for 3/26/08 to 3/26/09. 44 beds.
04/09/2008	Contact – Telephone call received from Ms. Thompson about reviewing policies and procedures.
04/14/2008	Contact – Telephone call made to Ms. Thompson, who will mail policies and procedures to me for review.
04/21/2008	Contact – Document Received Letter appointing Judy Mahaffy as administrator effective 3/24/08.
04/22/2008	Contact – Document Received Policies, procedures, and facility forms received for review.
04/22/2008	Application Complete/On-site Needed
04/23/2008	Contact – Document Sent Email message sent to Ms. Thompson about the policies, procedures, & forms. I requested Ms. Mahaffy's Social Security number and documentation that she qualifies to be administrator.
06/03/2008	Contact – Document Received Email message from Ms. Thompson that she revised some documents and requested a meeting to review them.
06/04/2008	Contact – Document Sent Email message sent to Ms. Thompson about the documents and scheduling review of policies and procedures.
06/04/2008	Contact – Document Received Email message from Ms. Thompson that another HFA licensing staff person approved the same documents for another of their HFAs recently. Ms. Thompson requested an original licensing inspection.

06/13/2008	Contact – Document Received Received HFES's 6/3/08 report for the 5/27/08 inspection. There are several items needing correction and another HFES inspection is needed before HFES will approve occupancy.
06/13/2008	Inspection Completed-Fire Safety : C Temporary approval granted until 7/14/08.
06/16/2008	Contact – Document Received Email message from Ms. Thompson requesting original licensing inspection.
6/18/08	Contact – Document Received HFES Opening Survey Report dated 6/18/08 for inspection done on 6/7/08; occupancy was not approved due to all requirements were not yet met.
06/20/2008	Contact – Document Sent Email message to Ms. Thompson that BFS did not approve building, and original inspection cannot be scheduled at this time.
06/20/2008	Contact – Document Sent Email message to HFA licensing staff Vicki Davison about policies and procedures she approved for another Leisure Living facility, which is the parent company for Stonegate Village Assisted Living, LLC.
06/24/2008	Contact – Document Received Email from Ms. Davison that she did not have copy of the documents she approved for Leisure Living, so cannot provide them to me.
06/24/2008	Contact – Document Sent Email message to Ms. Thompson asking when she can meet for review of policies and procedures.
06/26/2008	Comment Original inspection appointment is scheduled for 7/10/08.
07/01/2008	Contact – Face to Face Vicki Davidson, HFA staff, met with Ms. Thompson to review and approve the facility's program statement/philosophy and mission; admission contract; surety bond; procedure for accounting for resident funds; smoking policy; policy for screening staff for tuberculosis; reportable incident form; staff training program curriculum; and the general disaster plan that will be revised to

add contact #'s and specific procedures for Stonegate Village.

07/02/2008      Contact – Document Received  
 HFES Opening Survey Report dated 7/2/08 for survey of 6/17/08, regarding some documents were received by HFES but more items needed resolution before occupancy could be approved.

07/10/2008      Inspection Completed On-site  
 I interviewed facility administrator, Judy Mahaffy, who is a registered nurse. Also interviewed a home for the aged administrator for another Leisure Living facility. Observed the physical plant, reviewed an employee record, and reviewed policies and procedures that were not reviewed and approved by Vicki Davidson (HFA Staff) on 7/1/08. A sample resident record was not available for review.

07/10/2008      Inspection Completed - HFA Licensing - Substantial Compliance  
 Need written plan for explosion, written description of Ms. Mahaffy's qualifications as administrator, and a posted resident rights policy. Holes in walls and ceilings are present as construction is incomplete.

07/11/2008      Confirming Letter Sent  
 Identifying the rules and regulations which are not yet in compliance.

07/11/2008      Inspection Report Requested - Fire  
 Email message sent to BFS.

07/14/2008      Contact – Document Received  
 Original surety bond and documentation of Ms. Mahaffy's qualifications as administrator.

07/15/2008      Contact – Telephone call made to Ms. Thompson regarding commercial laundry equipment.

07/15/2008      Contact – Document Received  
 The facility's resident record forms for a service plan, staff's progress notes, and a resident identification page.

07/15/2008      Contact – Telephone call made to Ms. Mahaffy regarding the facility's dietary and resident and employee record forms. Still need HFES and BFS approvals before license can be issued.

07/15/2008      Contact – Telephone call made  
 Voicemail message left for Ms. Thompson about forms needing

revision, and Ms. Thompson could contact HFES and BFS regarding occupancy approval.

07/16/2008      Inspection Completed-Fire Safety : B  
Temporary approval granted until next inspection.

07/16/2008      Contact – Telephone call made to BFS inspector regarding the need for BFS's full approval before a license can be issued. Inspector needs evidence that physical plant corrections were done before full approval can be issued.

07/16/2008      Contact – Telephone call made to Ms. Thompson and informed her of BFS violations that need correction.

07/16/2008      Contact – Document Received  
Dietary, employee record, and resident record forms received.

07/16/2008      Contact – Document Sent  
Email message to inform Ms. Mahaffy of revisions needed to forms.

07/17/2008      Contact – Telephone call received from Ms. Thompson about revisions needed to some forms. She said the required documents were submitted to BFS yesterday, and now BFS approval should be received.

07/17/2008      Contact – Telephone call made to BFS inspector and verified he received the required documentation from the facility, but still need final BFS-12A form and \$40 fee from certified hood suppression company before full approval can be issued. BFS secretary checked computer, and form and fee were not yet received.

07/17/2008      Contact – Telephone call made  
To Ms. Thompson to inform her that BFS needs final BFS-12A form and \$40 fee from certified hood suppression company before full approval can be issued by BFS.

07/18/2008      Contact – Telephone call made to BFS secretary, who said that the required form and fee were received. I spoke with BFS supervisor, who will determine if facility qualifies for full approval and issue follow up report because inspector is on vacation.

07/18/2008      Contact – Telephone call made to HFES engineer, who said she told architect today that revised building plan must be submitted for approval because they modified the building since the plan was approved. She will also need BFS approval report.

07/18/2008	Contact – Telephone call made to Ms. Mahaffy about forms needing revision.
07/18/2008	Contact – Telephone call made Voicemail message left for Ms. Thompson that BFS supervisor is verifying if he can issue approval; architect knows to submit revised building plan to HFES; and administrator is revising forms and will submit them for approval.
07/18/2008	Contact – Document Received HFES letter dated 7/18/08 about revised mechanical drawings were not submitted as requested on 7/7/08, and an air balance report is needed.
07/21/2008	Contact – Document Received Revised dietary, employee record, and resident record forms received from Ms. Mahaffy. Approved.
07/21/2008	Inspection Completed - HFA Licensing - Full Compliance Need BFS and HFES approvals before license can be issued.
07/24/2008	Contact – Document Received Email message from BFS supervisor that the facility's architect submitted final plans to Lansing, and supervisor will ask BFS plan review department if the plans are approved.
08/04/2008	Inspection Completed-Fire Safety : A "Final inspection...deficiencies noted in our prior inspection reports have been satisfactorily corrected. This report may be considered as final approval of this project (new 26 unit single story wood frame slab grade HFA)."
08/04/2008	Occupancy Approval (AH ONLY) 44 beds approved for occupancy per 8/4/08 Facility Transmittal Sheet received from HFES on 8/5/08.

### **III. DESCRIPTION OF FINDINGS & CONCLUSIONS**

#### **A. Physical Description of Facility**

Stonegate Village Assisted Living, LLC is a newly built, ranch style, barrier-free, 44 bed home in the City of Sandusky. The home has a great room that will be used for dining and activities. The 26 resident rooms are in two 10-room wings and one 6-room wing. Each resident room has a full private bathroom, closet, living space, and kitchenette



with cupboards, counter space, and a small refrigerator. Each resident room has emergency pull cords located in the bathroom, living area, and bedroom. The home also has a whirlpool spa bathroom, laundry, and barber/beauty shop. Main entrances are alarmed to provide security for residents, and the doors at the end of each living hall are alarmed at all times and will not allow access from outside.

## **B. Program Description**

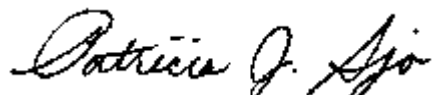
Stonegate Village Assisted Living, LLC will provide room, board, protection, supervision, assistance, and supervised personal care to men and women who are over age 60. Residents might need assistance with activities of daily living due to physical ailments, limitations, disabilities, Alzheimer's and other dementias. Each resident will have an individual service plan that describes the assistance to be provided with activities of daily living, monitoring and dispensing medications, and monitoring health care needs. The facility will provide three meals a day and snacks, laundry services, activities, maintenance, housekeeping, and cable television. Facility telephones will be available for residents who do not establish a private telephone. The home will be staffed 24 hours a day. Staff training will include Alzheimer care. The home will manage resident trust funds. The home has a surety bond to insure these funds.

## **C. Rule/Statutory Violations**

None.

## **IV. RECOMMENDATION**

I recommend issuance of a temporary license to this home for the aged.



Patricia J. Sjo  
Licensing Staff

8/6/08

Date

Approved By:



Betsy Montgomery  
Area Manager

8/7/08

Date