



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



JENNIFER M. GRANHOLM
GOVERNOR

ISMAEL AHMED
DIRECTOR

January 14, 2008

Gladys Sledge
Packard Group Inc
PO Box 2066
Southfield, MI 48037

RE: Application #: AS630292695
Timber Ridge Trail Group Home
5127 Timber Ridge Trail
Clarkston, MI 48346

Dear Ms. Sledge:

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 5 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,

Genevieve Lopez, Licensing Consultant
Bureau of Children and Adult Licensing
Suite 1000
28 N. Saginaw
Pontiac, MI 48342
(248) 975-5069

enclosure

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

I. IDENTIFYING INFORMATION

License #: AS630292695

Applicant Name: Packard Group Inc

Applicant Address: 4566 W. Maple
Bloomfield Hills, MI 48301

Applicant Telephone #: (248) 626-3837

Administrator/Licensee Designee: Gladys Sledge, Designee

Name of Facility: Timber Ridge Trail Group Home

Facility Address: 5127 Timber Ridge Trail
Clarkston, MI 48346

Facility Telephone #:

Application Date: 09/17/2007

Capacity: 5

Program Type: DEVELOPMENTALLY DISABLED

II. METHODOLOGY

09/17/2007	Enrollment
10/02/2007	Application Incomplete Letter Sent
10/23/2007	Inspection Completed On-site Conducted preliminary inspection
12/13/2007	Application Complete/On-site Needed
12/21/2007	Inspection Completed On-site Still outstanding fire safety violations
01/03/2008	Comment Faxed SC application to licensee designee
01/11/2008	Inspection Completed On-site Full Compliance

III. DESCRIPTION OF FINDINGS & CONCLUSIONS

The following findings were based on P.A. 218 of the Michigan Public Acts of 1979, as amended, and the administrative rules governing operation of AFC small group homes.

The licensing process consisted of three on-site inspections and a review of all required supplementary materials.

A. Physical Description of Facility

1. Physical Plant

The facility is a two story brick and frame structure located in Independence Township in a residential community of similar existing single-family dwellings, which was previously licensed (AS630012326) under the auspices of Mylife, Inc. Recreational, educational and medical resources are located in the surrounding communities of Waterford and Bloomfield Township.

The main floor consists of a foyer, living room/dining area, kitchen, family room, and half bath. The second floor consists of four resident bedrooms and full bath. The basement contains the furnace, water heater, additional storage and washer and dryer. There is an attached two-car garage.

The owners of the property have been identified as Margaret Bossenbery and John Bridgewater. There is a lease between the owners and the state of Michigan.

The following are the living space measurements:

<u>ROOM/LOCATION</u>	<u>DIMENSIONS</u>	<u>AREA/SQ. FT.</u>
Living Room	12'6" x 14'10"	107.2
Dining Area	8'9" x 12'5"	185.4
Family Room	16'5" x 11'4"	<u>186</u> 478.7

The home must minimally afford 35 square feet of indoor living area per occupant. The applicant indicated that there would be no live in staff. The required living space for 5 occupants is 175 square feet. Living space was measured at 478.7, equaling 95.7 square feet per occupant, which is more than adequate.

The following are the bedroom measurements:

<u>ROOM/LOC.</u>	<u>DIMENSIONS</u>	<u>AREA/SQ. FT.</u>	<u>CAPACITY</u>
B #1	9'6" x 11'3" -6'2" x 2'4"	106 <u>- 14.4</u> 91.6	1
B #2	12' x 9'2"	119	1
B #3	14'5" x 10'2"	146.7	2
B #4	12'3" x 10'1" -6'6" x 2'3"	125.2 <u>-14.6</u> 110.6	1

NOT TO EXCEED: 5

2. Sanitation/Environmental

According to the application, the facility has public sewage and water systems. The housekeeping standards and furnishings were more than adequate. Refrigerators and freezers were equipped with thermometers as required. Garbage cans with tight fitting lids were in place. The basement and attached garage were maintained in a clean and orderly manner.

The kitchen was adequately equipped with appliances and cookware, dishware, and silverware to prepare and serve meals. Several existing large appliances were replaced with new items.

3. Fire and General Safety

The facility has been an existing small group home since 1990. Therefore, the automatic, hardwired, interconnected alarm system was installed several years ago. A recent inspection on 10/4/07 confirmed it to be in working order. A furnace inspection was conducted on 11/9/07 and the furnace was also deemed to be in good working

order. The door creating the floor separation between the basement and the first floor had become damaged. On 1/11/07 this consultant confirmed that the floor separation had been constructed as required by administrative rule and department policy.

Fire extinguishers were mounted on each level including the basement as well as evacuation routes posted on each floor.

B. Program Description

1. Population to be Served & Admission Criteria

The applicant submitted a program statement and admission/discharge policy that met licensing requirements. They indicated that residents of either gender who are over 18 and developmentally disabled would be considered for placement. Due to the location of the bedrooms on the second floor, the home cannot accommodate nonambulatory persons or those with mobility problems.

Residents who were placed by the previous licensee, Mylife, Inc., remained in the home while the applicant was pursuing licensure.

2. Applicant

The applicant is Packard Group Inc., a domestic nonprofit corporation incorporated in 1987. The organizational chart was submitted for review and reflects the flow of authority and responsibility beginning with the Board of directors and flowing down to the house managers and medical coordinators.

The applicant is currently operating residential facilities, licensed and unlicensed, under the auspices of one of Oakland County Community Mental Health Authority's core agencies, MORC Inc. Packard Group Inc operates six adult foster care small group homes in Oakland County.

The applicant submitted the required financial documents to demonstrate financial capability and stability.

3. Licensee Designee/Administrator-Qualifications, Experience

The administrator/licensee designee is Gladys Sledge, who has extensive experience working with the designated population. Ms. Sledge graduated from Pontiac Central High School, has a BS from Oakland University and an MSW from the University of Michigan. She has worked as a school social worker with Detroit Schools, as a case manager with Wayne Center and as a substance abuse counselor. She has been licensee designee and administrator with the Packard Group Inc for twenty years. She has been previously qualified as an administrator.

Medical and licensing record clearances were obtained. The information already submitted on previous applications demonstrated compliance with the licensing requirements related to Ms. Sledge's education, experience with the designated population, competencies and health.

4. Staffing Plan, Proposed Ratios, Staff Training & Competencies

The facility will be operated on a shift rotation basis with three shifts. The staffing ratio will be 2:6 when residents are present in the home. Ms. Sledge is aware that adequate staffing is based on resident needs.

Since the home has been operating, albeit without a license, staff were already in place. They had been trained and were deemed competent in all rule-required areas.

5. Records & Record Keeping

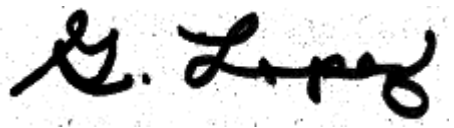
The applicant has been provided with technical assistance on the statutory requirements (Section 34 (b) pertaining to the hiring or contracting of persons who provide direct services to residents.

C. Rule/Statutory Violations

The applicant was found to be in full compliance with statutory and administrative rule requirements.

IV. RECOMMENDATION

Based on the findings, I recommend that a temporary license be issued to Packard Group, Inc. The terms of the license will enable the applicant to operate an adult foster care small group home for five residents of either gender who have a developmental disability. The term of the temporary license will be six months.

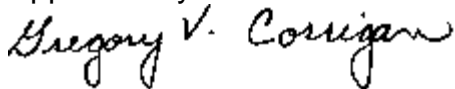


01/14/2008

Genevieve Lopez
Licensing Consultant

Date

Approved By:



01/14/2008

Gregory V. Corrigan
Area Manager

Date

