



RICK SNYDER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
BUREAU OF COMMUNITY AND HEALTH SYSTEMS

MIKE ZIMMER
DIRECTOR

July 28, 2015

Jan Hinrich
1716 DenHertog St. SW
Wyoming, MI 49519

RE: AF410283688

Dear Ms. Hinrich:

On May 20, 2015 you were mailed a copy of the Department's Notice of Intent to Revoke your license to operate an adult foster care family home. In accordance with that notice and because you did not exercise your right of appeal, your license has been revoked effective July 2, 2015. It is further expected that you not receive adults for care now, or in the future, without being licensed.

Sincerely,

A handwritten signature in cursive script that reads "Jay Calewarts".

Jay Calewarts, Director
AFC and Camps Licensing Division

JC: sb

Enclosure

cc: Jerry Hendrick, Area Manager



RICK SNYDER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
BUREAU OF HEALTH CARE SERVICES

MIKE ZIMMER
DIRECTOR

May 20, 2015

Jan Hinrich
1716 DenHertog St. SW
Wyoming, MI 49519

License #: AF410283688
SIR #: Renewal Licensing Study Report

Dear Ms. Hinrich:

Enclosed is a copy of a NOTICE OF INTENT TO REFUSE TO RENEW YOUR LICENSE to operate an adult foster care family home, alleging that you have violated the Adult Foster Care Facility Licensing Act. Your options are as follows:

- 1) You may appeal the Notice of Intent and attend a pre-hearing compliance conference. A Notice of Compliance Conference, which provides the date, time, location, and guidelines of the conference, is enclosed.
- 2) You may appeal the Notice of Intent, waive the compliance conference, and proceed directly to an administrative law hearing.
- 3) You may choose not to appeal the Notice of Intent.

If you choose to appeal the Notice of Intent, the Department must receive your WRITTEN APPEAL within 30 days of your receipt of this Notice. If the Department does not receive your written appeal within 30 days of your receipt of this Notice, you will have WAIVED YOUR RIGHT to an administrative law hearing and the proposed action will be final.

Sincerely,

A handwritten signature in cursive script that reads "Jay Calewarts".

Jay Calewarts, Acting Director
Adult Foster Care Division
Office of Child and Adult Licensing

Enclosures

Cc: Jerry Hendrick, Area Manager

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
BUREAU OF HEALTH CARE SERVICES

In the matter of

License #: AF410283688
SIR #: Renewal Licensing
Study Report

Jan Hinrich
Jan's AFC Home

NOTICE OF INTENT TO
REFUSE TO RENEW LICENSE

The Michigan Department of Licensing and Regulatory Affairs, by Jay Calewarts, Acting Director, Adult Foster Care Division, Office of Child and Adult Licensing, provides notice of the intent to refuse to renew the license of Licensee, Jan Hinrich to operate an adult foster care family home pursuant to the authority of the Adult Foster Care Facility Licensing Act, 1979 PA 218, as amended, MCL 400.701 et seq., for the following reasons:

1. On or about July 12, 2006, Licensee was issued a license to operate an adult foster care family home, with a current licensed capacity of 6, at 1716 DenHertog St. SW, Wyoming, MI 49519.
2. Licensee's license to operate Jan's AFC Home expired on January 11, 2015, due to Licensee's failure to submit a license renewal application. Licensing Consultant Elizabeth Elliott made the following efforts to contact Licensee to determine whether or not Licensee was intending to renew her license:

- a. On January 12, 2015, Ms. Elliott sent an email to Licensee informing her that her license expired and requested that she make contact with her to determine if Licensee planned on renewing her license;
 - b. On January 15, 2015, Ms. Elliott forwarded a certified letter to Licensee stating that her renewal license had not been received and requested that Licensee contact her to discuss if she planned on renewing her license;
 - c. On January 17, 2015, Ms. Elliott received a certified mail receipt confirming that Licensee received the certified letter sent by Ms. Elliott on January 15, 2015;
 - d. On February 23, 2015, Ms. Elliott left a message on Licensee's answering machine informing Licensee that a license renewal application had not been received and that her AFC license expired on January 11, 2015.
3. On March 18, 2015, the Grand Rapids Bureau of Children and Adult Licensing (BCAL) office received Licensee's license renewal application. On March 26, 2015, Ms. Elliott left a message on Licensee's answering machine requesting that Licensee contact her in order to schedule a renewal inspection of Licensee's AFC facility.
4. On April 3, 2015, Ms. Elliott forwarded a certified letter to Licensee requesting that she contact Ms. Elliott in order to schedule a renewal inspection of Licensee's AFC facility. Furthermore, the letter informed Licensee that if she did not contact Ms. Elliott by April 10, 2015, to schedule a renewal inspection Ms. Elliott would close her license, effective April 13, 2015.

5. On April 20, 2015, Ms. Elliott left a message on Licensee's answering machine informing Licensee that if she cannot complete the renewal inspection by April 24, 2015, she would be making the recommendation to refuse to renew Licensee's adult foster care family group home license. Ms. Elliott extended the deadline for Licensee to schedule a renewal inspection from April 10, 2015, to April 24, 2015, due to not receiving confirmation that Licensee received the certified letter forwarded on April 3, 2015.
6. On April 27, 2015, Ms. Elliott received a certified letter receipt confirming that on April 24, 2015, Licensee's husband received and signed for the April 3, 2015, certified letter sent by Ms. Elliott. Upon receipt of the letter Licensee still failed to schedule a renewal inspection with Ms. Elliott.
7. As of the issuance date of this Notice of Intent Licensee has failed to schedule a renewal inspection of her AFC facility with Ms. Elliott.

COUNT I

The conduct of Licensee, as set forth in paragraphs 3 through 7 above, evidences a violation of:

400.711

Inspections; visitations; administration and enforcement of rules; reports; final determination as to license; public inspection of reports.

(1) The director, the director's agent, or personnel of another department or agency, acting at the request of the director, may enter upon the premises of an applicant or licensee at a reasonable time to make inspections, as permitted by applicable law, to determine whether the applicant or licensee is complying with this act and the rules promulgated under this act. On-site inspections may be conducted without prior notice to the adult foster care facility. A health and sanitation inspection of an adult foster care facility shall be conducted upon the request of the

department by 1 of the following:

- (a) Department staff.
- (b) The department of public health.
- (c) A local health department.

COUNT II

The conduct of Licensee, as set forth in paragraphs 2 through 7 above, evidences a violation of:

400.713

License required; application; form; investigation; on-site evaluation; issuance or renewal of license; disclosures; maximum number of persons; stating type of specialized program; issuance of license to specific person at specific location; transferability of license; sale of facility; notice; items of noncompliance; refusal by department to issue or renew license; conditions; unlicensed facility; violation as misdemeanor; penalty; receipt of completed application; issuance of license within certain time period; inspections; report; "completed application" defined.

(3) Before issuing or renewing a license, the department shall investigate the activities and standards of care of the applicant and shall make an on-site evaluation of the facility. On-site inspections conducted in response to the application may be conducted without prior notice to the applicant. Subject to subsections (9), (10), and (11), the department shall issue or renew a license if satisfied as to all of the following:

- (a) The financial stability of the facility.
- (b) The applicant's compliance with this act and rules promulgated under this act.
- (c) The good moral character of the applicant, or owners, partners, or directors of the facility, if other than an individual. Each of these persons shall be not less than 18 years of age.
- (d) The physical and emotional ability of the applicant, and the person responsible for the daily operation of the facility to operate an adult foster care facility.
- (e) The good moral character of the person responsible for the daily operations of the facility and all employees of the

facility. The applicant shall be responsible for assessing the good moral character of the employees of the facility. The person responsible for the daily operation of the facility shall be not less than 18 years of age.

NOTICE IS GIVEN that Licensee is offered the opportunity to show compliance with all lawful requirements for retention of the license. If Licensee appeals the Notice of Intent and compliance is not shown, formal proceedings will commence pursuant to the Adult Foster Care Facility Licensing Act, 1979 PA 218, as amended, MCL 400.701 et seq., rules promulgated thereunder, and the Administrative Procedures Act, 1969 PA 306, as amended; MCL 24.201 et seq. Should formal proceedings commence, you have the right to attorney representation at your own expense.

LICENSEE IS NOTIFIED that pursuant to MCL 400.722(3) of the Adult Foster Care Facility Act, Licensee has 30 days from the date of receipt of the Notice of Intent to file a written appeal of the proposed action. The appeal shall be addressed to Joshua Hargrove, Departmental Analyst, Office of Child and Adult Licensing, Michigan Department of Licensing and Regulatory Affairs. Your written appeal must include your name and license number, and must be submitted using one of the following methods:

- Mail your written appeal to the Office of Child and Adult Licensing, P.O. Box 30650, Lansing, MI 48909. It is recommended that you obtain some type of delivery confirmation;

- Fax your written appeal to the Office of Child and Adult Licensing at (517) 284-9709. It is recommended that you keep a copy of your fax confirmation as proof of submittal; or
- Email your written appeal to DAUappeals@Michigan.gov. It is recommended that you keep a copy of the sent email as proof of submittal.

LICENSEE IS FURTHER NOTIFIED that failure to file a written appeal of this action within 30 days will result in refusal to renew the license.

DATED: 5/21/15


Jay Calewarts, Acting Director
Adult Foster Care Division
Office of Child and Adult Licensing
Bureau of Health Care Services

This is the last and final page of a NOTICE OF INTENT in the matter of AF410283688, consisting of 7 pages, this page included.

JNH

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
BUREAU OF HEALTH CARE SERVICES

In the matter of

License #: AF410283688
SIR #: Renewal Licensing
Study Report

Jan Hinrich

NOTICE OF COMPLIANCE CONFERENCE

Date: July 21, 2015

Time: 11:00 A.M.

Location: Kent County DHHS, 350 Ottawa NW, Unit #13, BCAL Conference Room,
Grand Rapids, MI 49803

* JOSH HARGROVE will be conducting this compliance conference by telephone
from his office in Lansing, MI.

Pursuant to the Administrative Procedures Act, MCL 24.292(1), you are afforded the opportunity to attend an informal compliance conference. The purpose of the compliance conference is to allow you to show that you were in compliance with the Adult Foster Care Facility Licensing Act and the licensing rules promulgated thereunder. You have the right, at your expense, to have an attorney represent you at the compliance conference. You may also bring **one** support person to the compliance conference.

To enable a thorough discussion of the Notice of Intent at the compliance conference, please bring any documents, pictures, etc. that you would like the Department to consider. You may also submit documents to the Department prior to the compliance conference by emailing them to DAUappeals@Michigan.gov.

If you are unable to attend the compliance conference at the scheduled date and time, you may request, in writing, that the Department change the date and/or time. The Department will make all reasonable attempts to accommodate your request, but will

not reschedule the compliance conference to a date more than 10 days after the scheduled date. If you promptly notify the Department of your inability to attend the compliance conference as scheduled, the Department may be able to schedule the compliance conference to a date earlier than originally scheduled.

If you are unable to show that you were in compliance with the Adult Foster Care Facility Licensing Act and licensing rules, and a resolution cannot be reached, the Department will forward the matter to the Michigan Administrative Hearing System for the scheduling of a formal administrative hearing. The Michigan Administrative Hearing System will subsequently notify you of the date, time, and location of the administrative hearing.

All Department meetings and hearings are conducted in compliance with the Americans with Disabilities Act in buildings that accommodate mobility-impaired individuals and have accessible parking. If you require additional accommodations to participate in the compliance conference, please notify the Department at least one week in advance to make the necessary arrangements.

Please direct all written communications regarding the compliance conference or administrative hearing, including your license number, to the individual listed below:

Joshua Hargrove, Departmental Analyst
Office of Child and Adult Licensing
Bureau of Health Care Services
Michigan Department of Licensing and Regulatory Affairs
Victor Office Center
201 North Washington Square, 4th Floor
P.O. Box 30650
Lansing, MI 48909-8150

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
BUREAU OF HEALTH CARE SERVICES

In the matter of

License #: AF410283688
SIR #: Renewal Licensing
Study Report

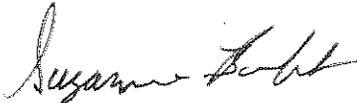
Jan Hinrich

_____ /

PROOF OF SERVICE

The undersigned certifies that a copy of a Notice of Intent To refuse to renew the license in the above matter was served upon the following persons by mailing the same to them at their address of record by certified mail on May 28, 2015.

Jan Hinrich
1716 DenHertog St. SW
Wyoming, MI 49519



Suzanne Bancroft
Office of Child and Adult Licensing
Bureau of Health Care Services

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
BUREAU OF HEALTH CARE SERVICES

In the matter of

License #: AF410283688
SIR #: Renewal Licensing
Study Report

Jan Hinrich

AMENDED NOTICE OF COMPLIANCE CONFERENCE

Date: July 13, 2015

Time: 11:00 A.M.

Location: Kent County DHHS, 350 Ottawa NW, Unit #13, BCAL Conference Room,
Grand Rapids, MI 49803

* JOSH HARGROVE will be conducting this compliance conference by telephone
from his office in Lansing, MI.

Pursuant to the Administrative Procedures Act, MCL 24.292(1), you are afforded the opportunity to attend an informal compliance conference. The purpose of the compliance conference is to allow you to show that you were in compliance with the Adult Foster Care Facility Licensing Act and the licensing rules promulgated thereunder. You have the right, at your expense, to have an attorney represent you at the compliance conference. You may also bring one support person to the compliance conference.

To enable a thorough discussion of the Notice of Intent at the compliance conference, please bring any documents, pictures, etc. that you would like the Department to consider. You may also submit documents to the Department prior to the compliance conference by emailing them to DAUappeals@Michigan.gov.

If you are unable to attend the compliance conference at the scheduled date and time, you may request, in writing, that the Department change the date and/or time. The Department will make all reasonable attempts to accommodate your request, but will

not reschedule the compliance conference to a date more than 10 days after the scheduled date. If you promptly notify the Department of your inability to attend the compliance conference as scheduled, the Department may be able to schedule the compliance conference to a date earlier than originally scheduled.

If you are unable to show that you were in compliance with the Adult Foster Care Facility Licensing Act and licensing rules, and a resolution cannot be reached, the Department will forward the matter to the Michigan Administrative Hearing System for the scheduling of a formal administrative hearing. The Michigan Administrative Hearing System will subsequently notify you of the date, time, and location of the administrative hearing.

All Department meetings and hearings are conducted in compliance with the Americans with Disabilities Act in buildings that accommodate mobility-impaired individuals and have accessible parking. If you require additional accommodations to participate in the compliance conference, please notify the Department at least one week in advance to make the necessary arrangements.

Please direct all written communications regarding the compliance conference or administrative hearing, including your license number, to the individual listed below:

Joshua Hargrove, Departmental Analyst
Office of Child and Adult Licensing
Bureau of Health Care Services
Michigan Department of Licensing and Regulatory Affairs
Victor Office Center
201 North Washington Square, 4th Floor
P.O. Box 30650
Lansing, MI 48909-8150

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
BUREAU OF HEALTH CARE SERVICES

In the matter of

License #: AF410283688
SIR #: Renewal Licensing
Study Report

Jan Hinrich

_____ /

AMENED PROOF OF SERVICE

The undersigned certifies that a copy of a Notice of Intent To refuse to renew the license in the above matter was served upon the following persons by mailing the same to them at their address of record by certified mail on June 10, 2015.

Jan Hinrich
1716 DenHertog St. SW
Wyoming, MI 49519



Suzanne Bancroft
Office of Child and Adult Licensing
Bureau of Health Care Services