

**Adult Foster Care Facility Licensing Report**  
**October 1, 2015 – September 30, 2016**  
(Pursuant to Public Act 218 of 1979)

**December 1, 2016**

Prepared by

**Bureau of Community and Health Systems**



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**GOVERNOR**



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## REPORT AUTHORITY

Public Act 218 of 1979, the Adult Foster Care Facility Licensing Act

MCL 400.713 (18) The department director shall submit a report by December 1 of each year to the standing committees and appropriations subcommittees of the senate and house of representatives concerned with human services issues. The department director shall include all of the following information in the report concerning the preceding fiscal year:

- (a) The number of initial and renewal applications the department received and completed within the 6-month time period described in subsection (14).
- (b) The number of applications requiring a request for additional information.
- (c) The number of applications rejected.
- (d) The number of licenses not issued within the 6-month period.
- (e) The average processing time for initial and renewal licenses granted after the 6-month period.

## EXECUTIVE ORDER

Executive Order No. 2015 – 4 transferred the Office of Child and Adult Licensing (OCAL) from the former Michigan Department of Human Services (DHS) to the Michigan Department of Licensing and Regulatory Affairs (LARA). For purposes of this report, the “department” means the Department of Licensing and Regulatory Affairs.

## DEPARTMENT OVERVIEW

LARA is composed of agencies and commissions that promote business growth and job creation through streamlined, simple, fair, and efficient regulation, while at the same time protect the health and safety of Michigan's citizens.

Formed July 6, 2015, the Bureau of Community and Health Systems (BCHS) serves to protect and assure safe, effective, efficient and accessible community and health care services delivered by state licensed and federally certified providers in Michigan.

The Bureau is responsible for state licensing of facilities, agencies and programs under the Public Health Code, Mental Health Code, Adult Foster Care Facility Licensing Act, and Child Care Organizations Act. The Bureau is also the State Agency responsible for conducting certification activities on behalf of the Centers for Medicare and Medicaid Services (CMS).

In general, the majority of state licensing activities involve the issuance and renewal of licenses to qualified facilities, agencies, and programs; conducting initial, routine and revisit inspections to determine compliance with state and federal requirements; and investigating complaints against state licensed and federally certified providers.

## REPORTING REQUIREMENTS

### INITIAL Applications

		Licenses Issued		
		Within 180 Days	Over 180 Days	
Facility Type	Capacity	Count (a)	Count (d)	Average Days if Over 180 Days (e)
Congregate	> 20	0	0	0
Large Group Home	13 - 20	23	0	0
Medium Group Home	7 - 12	14	0	0
Small Group Home	1 - 6	146	1	724
Family Home	1 - 6	52	0	0
<b>Total</b>		<b>235</b>	<b>1</b>	

### RENEWAL Applications

		Licenses Issued		
		Within 180 Days	Over 180 Days	
Facility Type	Capacity	Count (a)	Count (d)	Average Days if Over 180 Days (e)
Congregate	> 20	4	0	0
County Infirmary	> 20	1	0	0
Large Group Home	13 - 20	284	0	0
Medium Group Home	7 - 12	269	0	0
Small Group Home	1 - 6	1117	0	0
Family Home	1 - 6	438	0	0
<b>Total</b>		<b>2,113</b>	<b>0</b>	<b>0</b>

### REJECTED (Revocation)

Facility Type	Capacity	Count (c)
Congregate	> 20	0
Large Group Home	13 - 20	4
Medium Group Home	7 - 12	1
Small Group Home	1 - 6	3
Family Home	1 - 6	9
<b>Total</b>		<b>17</b>

### REJECTED (Refusal to Renew)

Facility Type	Capacity	Count (c)
Congregate	> 20	0
Large Group Home	13-20	1
Medium Group Home	7-12	0
Small Group Home	1-6	3
Family Home	1-6	1
<b>Total</b>		<b>5</b>

### REJECTED (Enrollments Denied Issuance)

Facility Type	Capacity	Count (c)
Congregate	> 20	0
Large Group Home	13-20	0
Medium Group Home	7-12	0
Small Group Home	1-6	7
Family Home	1-6	0
<b>Total</b>		<b>7</b>

- (a) The number of initial and renewal applications the department received and completed within the 180 day time period = **2,348**
- (b) The number of applications requiring a request for additional information = **3,167<sup>1</sup>**
- (c) The number of applications rejected = **29**
- (d) The number of licenses not issued within 180 days = **1**
- (e) The average processing time for initial and renewal licenses granted after 180 days -  
- Only one application took more than 180 days to process; it was a small group home that took 724 days.

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<sup>1</sup> The number of applications requiring additional information is higher than the actual number of applications received because, when an initial application is incomplete, the department requests the missing information and some applicants require multiple requests. Every request is recorded.