

Samaritan Summit Village

22691 Campus Drive
Watertown, NY 13601
315-782-6800

Assisted Living Check List

March 27, 2016

To whom it may concern:

Thank you for your interest in **Assisted Living Program** here at Samaritan Summit Village. We want to make the process for getting the needs of you and/or your loved one addressed a bit simpler and have developed a checklist below in order to let you know what we will need in order to move the application forward.

All of these items must be completed before we can consider you or your loved one for admission to our facility. **But please do not complete the Medical Eval until it is Requested as they it time sensitive.**

- 1) _____ Application completed and signed.

- 2) _____ **Tour/Assessment** at SSV – Scheduled – once a room is available.

- 3) _____ Medical Evaluation Form (either DSS 4449C ALP or DOH 3122 ALR) Your Primary Care Physician or Attending Physician at the hospital needs to fill this out. This evaluation is valid for **30 days from the date of completion. (Please do not completed until requested)**

- 4) _____ PPD test. This test can also be done while having your Medical Evaluation done. This test is **valid for 30 days from the date of tested. (Please do not complete until requested)**

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- 5) _____ Medical Information from your Primary Care Physician. This should include the most recent two office doctor progress notes, current medication list, current labs, and a Discharge Summary from any hospitalization within the 12 months prior to admission. Your doctor's office may require an Information Release Form, which is on the last page of the Application.
- 6) _____ Copies of All Insurance cards = Medicare Card, Medicaid Card, Social Security Card, Medicare D Card or prescription discount card, Health Care Proxy, Power of Attorney, DNR , and/or Living Will, LTC Policy.
- 7) _____ A Financial Plan. Assisted Living, room and board, is covered by Supplemental Security Income (SSI) and/or private pay funds. The SSI will be applied for after admission, as the Social Security Office will not let you apply while still living in the community. Also, please note that the first month for SSI is exempt. This means **there will be an Out-Of-Pocket bill at admission**. Medicaid or Medicare will not cover room and board expenses. Only, private pay funds and some Long Term Care Policy Insurance will cover some of the daily cost. For Enhanced Assisted living, room/board as well as any additional services provided.
- A resident in the Enhanced Assisted Living Program or Private Pay, does not qualify for Medicaid or SSI, must show documentation of private pay funds for at least a year, to be considered Private Pay.
- 8) __X__ Admission Agreement reviewed and to be signed the day of admission.

Please do not feel overwhelmed or uninformed with this information. Feel free to call us if you have any questions regarding these items at (315) 782-7033 or 782-7022. We appreciate your patience and understanding as we work

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