



IMPORTANT FACTS

Daughters of Sarah Nursing Home is committed to providing a homelike atmosphere for our residents. It is our hope that residents will become comfortable and at ease in our home.

However, there are various realities of skilled nursing care that are necessary for you to review and understand prior to admission to ensure that unrealistic expectations are not set. Please document your acknowledgement of each issue by initialing on the space provided.

Among the issues for review are:

FALLS / RESTRAINTS/SIDE RAILS

Daughters of Sarah strives to be a restraint-free facility and side rail free. Consistent with maintaining the dignity and promoting the highest quality of life for our residents, interventions other than restraints may be used. Daughters of Sarah offers a protective environment, but cannot provide 24-hour one-on-one constant supervision and care to prevent residents from falling.

Initials _____

PHARMACY / MEDICAL SUPPLIES

Daughters of Sarah maintains relationships with various vendors and providers of pharmaceuticals and medical supplies. The services rendered to Daughters of Sarah often go far beyond the act of providing pharmaceuticals and medical supplies and include consulting, auditing, consistency of quality, and training of staff. To maintain a consistency of care to all residents, it is necessary for Daughters of Sarah to require that all prescriptions and medical supplies be provided exclusively through Daughters of Sarah vendors. The Daughters of Sarah physician will order all medications and treatments.

Initials _____

FAMILY INVOLVEMENT WITH CARE

Daughters of Sarah prides itself on its homelike atmosphere. Family members are encouraged to play an active role in the care of their loved one. Daughters of Sarah physicians and nurses will consider family input; however their decisions regarding medical care will be based on their professional clinical experience. While family members will be part of the decision making process, they cannot direct care or medications. Included in this category is the changing or discontinuation of medications or the switch to generic medications as the facility sees fit.

Initials _____

TRANSFERS

Daughters of Sarah reserves the right to transfer a resident to another room on the same or a different nursing unit in order to appropriately meet their needs.

Initials _____

STAFFING

It is Daughters of Sarah's intention that all units of our facility are staffed in a manner appropriate to the needs of its residents. Guidelines from various entities (the Center for Medicaid / Medicare Services, the New York State Department of Health, the American Association of Homes and Services for the Aged, etc.) are considered when determining appropriate staffing levels. Periodically, unavoidable circumstances will occur that may cause staffing to fall below these levels. During these times, Daughters of Sarah will implement alternatives to augment neighborhood staffing. It is our intention that all care givers will be Daughters of Sarah staff members. However, if circumstances dictate, Daughters of Sarah will be supplemented with agency staff

Initials _____

BEHAVIORAL CONCERNS

The safety and well being of Daughters of Sarah's residents and staff are paramount in determining all decision-making. In the event that the actions or activities of a resident are determined to be a threat to the safety/well being of his/herself, other residents, or staff, Daughters of Sarah will take appropriate action. This may include relocation within the facility, or referral or transfer to an appropriate alternative care facility and/or clinically appropriate medication.

Initials _____

OUTSIDE FOOD

Daughters of Sarah upholds Jewish tradition of strict kosher dietary law. All public areas of the Nursing Home are considered Kosher. Only food items prepared in the Home's kitchens may be consumed in these areas. Resident bedrooms, however, are considered non-Kosher areas. Food from home or outside vendors must be brought directly to resident rooms, and must only be eaten on paper/plastic plates and with plastic silverware. Such food from home or outside vendors may not be served or eaten in any of the dining rooms or other public areas of the Nursing Home.

Initials _____

OUT-OF-HOUSE APPOINTMENTS

In order for Daughters of Sarah to facilitate an out-of-house medical appointment, we must have a medical order from a member of our medical staff. Families/Residents who schedule appointments on their own, are responsible for all aspects of the appointment: scheduling, transportation and personnel to accompany the resident, and billing. If a resident has a medically ordered consultation through Daughters of Sarah, and the family intends on accompanying the resident, however, they may schedule the appointment for their convenience. They need to inform our staff of the appointment time, and we will arrange transportation if the family requests. The appointment, once made, cannot be changed for family convenience. If the family is no longer available to accompany the resident, Daughters of Sarah will make arrangements for a companion.

Initials _____

I acknowledge that I have reviewed and understand these matters.

Name of Applicant

Signature of Reviewer/Relationship

Date: _____



ADMISSION POLICIES

Daughters of Sarah Nursing Center was established to serve and support the elderly residents of the Capital District and surrounding areas. It is our mission to enhance our residents' quality of life by assuring independence and dignity through a variety of residential, personal care, health and other quality services, consistent with Jewish tradition.

To do so, however, Daughters of Sarah can accept and retain only those residents for whom we can provide adequate and appropriate care. The following criteria, although not all inclusive, are considered in accepting residents for admission and retaining them after admission:

1. Daughters of Sarah accepts applications from men, women or married couples regardless of age, race, color, creed, national origin, sexual preference, disability, or sponsor. We reserve the right to give preference to persons of the Jewish faith in an effort to promote the religious principles upon which Daughters of Sarah Nursing Home has been established.
2. The following will **not** be admitted to Daughters of Sarah Nursing Home:
 - a) persons who do not want to come, or who are not informed of the decision for placement at Daughters of Sarah Nursing Home prior to admission;
 - b) persons who exhibit a behavioral or emotional disorder indicating that they may be a danger to themselves or others;
 - c) persons who exhibit an alcohol or drug addiction, or have demonstrated a history of domestic violence or sexual offense;
 - d) persons who are known or suspected carriers of a communicable disease unless cleared by the Medical Director and/or Infection Control Committee;
 - e) persons who require services beyond those which Daughters of Sarah is licensed or has the functional ability to provide.
3. All applicants must submit both a completed admission application and a PRI to initiate the admission process. Applications will not be considered complete unless a full disclosure of the applicant's (and the applicant's spouse's) financial resources, any trusts established, and any gifts or other asset transfers made within five (5) years of application is supplied.
4. Daughters of Sarah is a participating provider under Medicare and will accept assignment for Medicare Part B services. We bill Medicare for Part A and Part B services. If a resident does not have both Part A and Part B Medicare coverage as

primary payor, the Resident/Responsible Party will be billed for any denied or non-covered charges. Payments for these charges are due by the 10th of the month for which the bill was sent. It is the sole responsibility of the Resident/Responsible Party to obtain reimbursement from any other sources.

5. Daughters of Sarah will admit only those persons having a proven source of payment, including those who have been approved for Medicaid.

6. Daughters of Sarah reserves the right to limit the admission of persons whose needs are too great to be managed by the staffing ratio at the time of admission.

7. Daughters of Sarah reserves the right to give preference for admission to former residents discharged to the hospital or community, as well as other residents of the Daughters of Sarah Senior Community.

8. Daughters of Sarah reserves the right not to readmit residents to the same room they occupied prior to hospitalization if their needs have become too great to be managed by the staffing ratio on that unit.

9. Daughters of Sarah reserves the right to admit applicants for placement in the environment best suited for the resident as evaluated by the Admissions Committee. Admissions may not necessarily occur in chronological order by date of application.

10. Daughters of Sarah strives to serve as a model of high quality of life, presented in an environment which promotes human dignity. In an effort to maintain an optimal quality of life for our residents, and to preserve their dignity, Daughters of Sarah strives to be as restraint-free as possible. Physical restraints will only be used on a temporary basis, in an emergency situation, and only when other methods of maintaining safety have proven to be ineffective. A family wanting a resident restrained to prevent falling will need to seek placement for their loved one in another nursing facility.

11. Routine Cancer Screening Tests, such as Chest X-Rays, Mammograms, Colonoscopy, Pap Smears, Prostate and Stool exams, are done only at the discretion of the Attending Physician.

My signature below indicates that I have read and understand the above.

_____ Date: _____
(Signature)

(Please return this form to the Admissions Office with the Application.)