



## The Assessment and Admission Process for Dove Healthcare Assisted Living Residences

Our goal is to help make the assessment and admission process go as smoothly as possible. The director of our assisted living residence will work with *your healthcare provider and you* to complete a thorough assessment *prior* to admission to verify we can meet your needs. Thank you in advance for your help during this process. Please review the following items, and contact the director of our assisted living residence with any questions or concerns.

### Items we will need from you during the assessment process:

- **Complete the Application for Admission.** The application will include information about your health and care needs, phone and mailing address, your healthcare provider and insurance.
- **Your Power of Attorney for Health Care (POA-HC) Status**
  - **If you have not completed a POA-HC document, we strongly encourage you to complete this document.** Please contact us if you need assistance or have questions.
  - **If you have completed the POA-HC document, we need to know if it is activated.** After two physicians have certified that a person is no longer able to participate in medical decisions, the POA-HC is in effect / activated, and the individual who was designated (in the POA-HC document) will now make the medical decisions for that person.
  - **Please note:**
    - **Dove Healthcare – Barron and Osseo are RCACs** (residential care apartment complex) and *cannot* admit someone with an activated POA-HC.
    - **Dove Healthcare – Orchard Hills, Rutledge Home, and South Eau Claire are CBRFs** (community based residential facility), so *they are able to assess* someone with an activated POA-HC for admission.
      - While our **memory care** at Dove Healthcare – Rutledge Home recommends an activated POA-HC for admission, *it is not required*.
    - If you are under **Guardianship/Protective Placement/Chapter 51/55**, please provide the document with any stipulations for “Conditions of Treatment”.

### Once approved for admission, we will need the following items from you during the admission process:

- State regulations require a person admitting to an assisted living residence to have a physical completed by their healthcare provider *within the last 90 days*. If this was not completed, please plan to see your healthcare provider *within seven days* of admitting to our assisted living residence.
- Copies of insurance cards and social security cards.
- Copies of any legal documents (Power of Attorney for Health Care and/or Finances).

### The director of our assisted living residence will obtain the following as part of the admission process:

- Physician Plan of Care (PPOC) form completed and signed by your healthcare provider.
- Your most recent “History & Physical”, including list of diagnoses.
- Current list of medications signed by your healthcare provider to ensure all medications are available at our assisted living residence *before* your move-in day.
  - Hand written prescriptions from your healthcare provider for any scheduled narcotic medications; these are delivered to the appropriate pharmacy.
  - List of treatment orders (i.e. dressing changes, nebulizers)