

REFERRAL PACKET FOR

LONG-TERM CHRONIC CARE HOSPITAL



Hebrew
Rehabilitation Center

Hebrew SeniorLife



HARVARD MEDICAL SCHOOL
AFFILIATE

1200 Centre Street, Boston Ma 02131-1097

[877] 822-4722

www.hebrewseniorlife.org



Hebrew
Rehabilitation Center

Hebrew SeniorLife



HARVARD MEDICAL SCHOOL
AFFILIATE

LONG-TERM CHRONIC CARE REFERRAL

Thank you for your interest in the Chronic Care Program and Hebrew SeniorLife, a private, non-profit organization. For over 100 years, the Center has been providing compassionate care to the elderly. Since 1903, the Center has grown from a small home in Dorchester serving a handful of elderly, to an internationally recognized leader in the field of senior care. At the main campus in Roslindale, we provide unparalleled quality of care to our long-term patients. At the Gloria Adelson Field Health Center in Dedham, we have taken our knowledge of delivering quality care one-step further. With this new campus we have turned patient care into a revolutionary movement allowing for more choices in a home environment.

Our long-term patients live in the neighborhoods and are cared for by a team of nurses, certified nursing assistants, a social worker, physician, and recreational therapist. Physical therapy, occupational therapy, creative arts therapy, speech/language pathology, and respiratory therapy are also available as needed to patients of the Centers. Our in-house staff of primary care physicians specializing in geriatric medicine provides comprehensive care to the Centers patients. Complementing the team of physicians, nurses and therapists are specialists in dentistry, podiatry, audiology, dermatology, neurology, cardiology, and more, all of whom are available on-site at the Centers.

We hope you find the enclosed information helpful. In this referral packet you will find answers to frequently asked questions, as well as the cost of care. *If you are interested in admission to one of the Centers, I encourage you to complete the enclosed Referral Packet and related documents and return them to us at your first opportunity.*

If you have never visited the Hebrew Rehabilitation Center or the Gloria Adelson Field Health Center, we invite you to contact the Admissions Department to schedule a tour. Please call us with any questions about the Centers, or the referral process. We appreciate your interest in Hebrew Senior Life and look forward to assisting you.

Once again, thank you for your interest.



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HOW TO MAKE A REFERRAL

We understand that the process of making a referral to a Long-Term Chronic Care Program can be challenging. We are committed to helping in the process as much as we can. If you have any questions regarding the referral process, please call us at (617) 363-8372.

To make a referral to the Chronic Care Program at the Centers, please complete and submit the enclosed referral packet. We ask that you provide all of the information requested, including the financial information, and print clearly. Once your referral has been received, both the clinical and the financial assessment can begin.

To help us expedite the admission process, please include with your referral packet:

- One authorization form (enclosed) signed by either the applicant or Health Care Proxy (we will gather the applicant's medical records).
- Copies of health insurance cards (both sides)
- Copy of Durable Power of Attorney
- Copy of Health Care Proxy
- Copy of Guardianship Decree (if applicable)
- Verification for all assets listed in financial page of referral form (i.e. bank statements, Trust documents, etc.)

Please send your Referral Packet and materials listed above to:



Hebrew
Rehabilitation Center

Hebrew SeniorLife

Central Admissions Office
1200 Centre Street
Boston, MA 02131-1097

REFERRAL FOR ADMISSION

HEBREW REHABILITATION CENTER BOSTON

HEBREW REHABILITATION CENTER / DEDHAM AT NEWBRIDGE ON THE CHARLES

REFERRAL NAME

LAST NAME _____ FIRST NAME _____ MIDDLE _____ GENDER M F

STREET ADDRESS _____ CITY _____ STATE _____ ZIP CODE _____

() () ()

HOME PHONE _____ WORK PHONE _____ CELL PHONE _____

EMAIL _____

SOCIAL SECURITY NO. _____ AGE _____ BIRTH DATE ____/____/____ US CITIZEN Y N

ETHNICITY: AFRICAN AMERICAN ASIAN CAUCASIAN HISPANIC NATIVE AMERICAN OTHER

BIRTH PLACE _____ RELIGION _____ PRIMARY LANGUAGE _____

MARITAL STATUS: SINGLE PARTNER MARRIED WIDOWED DIVORCED SEPARATED

SPOUSE/PARTNER NAME (IF APPLICABLE) _____

NAME OF PERSON COMPLETING THIS APPLICATION _____

RELATIONSHIP TO REFERRAL _____

HOW DID YOU LEARN ABOUT HRC? _____

OFFICE USE ONLY

DATE RECEIVED:
COPY TO FISCAL:

COORDINATOR:

MEDICAL INFORMATION

PLEASE PROVIDE NAME, ADDRESS & PHONE NUMBERS OF REFERRAL'S MEDICAL CARE PROVIDERS:

PHYSICIAN NAME	SPECIALTY	ADDRESS/ZIP	PHONE
	Primary Care		

DOES THE REFERRAL HAVE A PACEMAKER? YES NO

IF YES PLEASE INDICATE PHYSICIAN MANAGING PACEMAKER:

PHYSICIAN NAME	ADDRESS/ZIP	PHONE

PLEASE LIST ANY HOSPITAL ADMISSIONS IN THE PAST 2 YEARS, INCLUDING PSYCHIATRIC AND NURSING HOME ADMISSIONS:

HOSPITAL	DATES	ADDRESS/PHONE	REASON FOR HOSPITALIZATION

HEALTH INSURANCE INFORMATION

You must submit copies of all health insurance cards including Medicare, Medigap (Medex, AARP, etc.), MassHealth, HMOs, other insurance, and notices of eligibility for state or federally funded programs.

MEDICARE INFORMATION	
Medicare Number	Are you enrolled in a Medicare HMO (e.g. Secure Horizons, First Seniority)? <input type="checkbox"/> YES <input type="checkbox"/> NO
Do you have Medicare Part A? <input type="checkbox"/> YES <input type="checkbox"/> NO Part B? <input type="checkbox"/> YES <input type="checkbox"/> NO	Do you have Medicare Part D? <input type="checkbox"/> YES <input type="checkbox"/> NO Insurance I.D. # BIN #: Group No #: Effective Date:
If you are not eligible for Medicare, please explain:	

SUPPLEMENTAL INSURANCE		
Plan Name (e.g. Medex Bronze)	Policy #	
Company Name, Address and Phone Number (e.g. Blue Cross of Massachusetts):		
Who is the insured? <input type="checkbox"/> Patient <input type="checkbox"/> Spouse	Name on Policy (if other than applicant)	
Policy Type <input type="checkbox"/> Individual <input type="checkbox"/> Group	Group Name (if applicable)	Group # (if applicable)

MASSHEALTH/MEDICAID		
MassHealth Number	RID Number	SUFFIX CODE
Date Medicaid Application Filed	Location Filed <input type="checkbox"/> Revere <input type="checkbox"/> Taunton <input type="checkbox"/> Springfield <input type="checkbox"/> Tewksbury <input type="checkbox"/> Other	
I am not already enrolled on Medicaid, but I believe I may be eligible for Medical Assistance/Medicaid <input type="checkbox"/> YES <input type="checkbox"/> NO		

FINANCIAL INFORMATION (CONFIDENTIAL)

INCOME	MONTHLY AMOUNT
Social Security	\$
SSI	\$
Pension	\$
Trust	\$
Other Monthly Income	\$

ASSETS	DESCRIPTION	AS OF (DATE)	VALUE
Real Estate Owned			\$
Savings Account			\$
Checking Account			\$
Retirement Account			\$
Stocks and Bonds			\$
Other Assets*			\$
TOTAL ASSETS: Submit verification/s (recent statements) for above			\$

Transferred Assets: Have you transferred any assets in the past 60 months? YES, Date ___ / ___ / ___ NO

If "Yes" Submit Verifications with this application.

LONG-TERM CARE INSURANCE YES NO (If yes, please provide copy of policy and updated schedule page)

IS THERE A REVOCABLE OR IRREVOCABLE TRUST ESTABLISHED? YES NO (If yes, please provide a copy of trust)

IS THERE A PRE-NEED BURIAL CONTRACT? YES NO

PERSON RESPONSIBLE FOR THE PATIENT'S FINANCIAL MATTERS:

NAME _____

ADDRESS _____

PHONE _____

RELATIONSHIP TO APPLICANT _____

CONTACT INFORMATION

PLEASE LIST THE NAMES AND ADDRESSES OF FAMILY MEMBERS AND FRIENDS WHO SHOULD BE CONTACTED WITH INFORMATION AND/OR IN CASE OF EMERGENCY. WE WILL BE USING THIS INFORMATION BOTH PRE-ADMISSION AND ONCE THE REFERRAL HAS BEEN ADMITTED.

EMERGENCY CONTACT #1

LAST NAME FIRST NAME MIDDLE MR. MRS. MS.

STREET ADDRESS CITY STATE ZIP CODE

RELATIONSHIP TO REFERRAL

() () ()

HOME PHONE WORK PHONE CELL PHONE

SEASONAL ADDRESS (IF APPLICABLE) CITY STATE ZIP CODE

FROM / TO / ()

DATES SEASONAL PHONE EMAIL

ROLE(S) CHECK ALL THAT APPLY

- Accountant Attorney Durable Power Of Attorney Elder Advocate Health Care Proxy Trustee
- Legal Conservator Legal Guardian Power of Attorney Paralegal Temporary Guardian

EMERGENCY CONTACT #2

LAST NAME FIRST NAME MIDDLE MR. MRS. MS.

STREET ADDRESS CITY STATE ZIP CODE

RELATIONSHIP TO APPLICANT

() () ()

HOME PHONE WORK PHONE CELL PHONE

SEASONAL ADDRESS (IF APPLICABLE) CITY STATE ZIP CODE

FROM / TO / ()

DATES SEASONAL PHONE EMAIL

ROLE(S) CHECK ALL THAT APPLY

- Accountant Attorney Durable Power Of Attorney Elder Advocate Health Care Proxy Trustee
- Legal Conservator Legal Guardian Power of Attorney Paralegal Temporary Guardian

CONTACT INFORMATION CONTINUED

EMERGENCY CONTACT #3

LAST NAME FIRST NAME MIDDLE MR. MRS. MS.

STREET ADDRESS CITY STATE ZIP CODE

RELATIONSHIP TO APPLICANT

() () ()
HOME PHONE WORK PHONE CELL PHONE

SEASONAL ADDRESS (IF APPLICABLE) CITY STATE ZIP CODE

FROM / TO / ()
DATES SEASONAL PHONE EMAIL

ROLE(S) CHECK ALL THAT APPLY

- Accountant Attorney Durable Power Of Attorney Elder Advocate Health Care Proxy Trustee
- Legal Conservator Legal Guardian Power of Attorney Paralegal Temporary Guardian

EMERGENCY CONTACT #4

LAST NAME FIRST NAME MIDDLE MR. MRS. MS.

STREET ADDRESS CITY STATE ZIP CODE

RELATIONSHIP TO APPLICANT

() () ()
HOME PHONE WORK PHONE CELL PHONE

SEASONAL ADDRESS (IF APPLICABLE) CITY STATE ZIP CODE

FROM / TO / ()
DATES SEASONAL PHONE EMAIL

ROLE(S) CHECK ALL THAT APPLY

- Accountant Attorney Durable Power Of Attorney Elder Advocate Health Care Proxy Trustee
- Legal Conservator Legal Guardian Power of Attorney Paralegal Temporary Guardian



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HARVARD MEDICAL SCHOOL
AFFILIATE

The next form is an authorization form that allows Hebrew SeniorLife to request medical records from doctors and/or hospitals on your behalf.

Please **ONLY** fill out the referral's name, date of birth and Social Security number. **IF POSSIBLE, PLEASE HAVE THE REFERRED INDIVIDUAL SIGN THESE FORMS.** This form may also be signed by the Health Care Proxy if the referred individual is not able to sign for themselves.

If you have any questions, feel free to contact us at 617-363-8372.

Thank you for your cooperation.

Sincerely,



Hebrew
Rehabilitation Center

Hebrew SeniorLife

Central Admissions

1200 Centre Street

Boston, MA 02131-1097

AUTHORIZATION FORM / FOR THE RELEASE OF PROTECTED HEALTH INFORMATION TO HSL

PATIENT NAME (PLEASE PRINT)

/ /

DATE OF BIRTH

SOCIAL SECURITY NUMBER

By signing this Authorization Form, I understand that I am giving my authorization to HSL's designated medical record or database custodians to request my protected health information (PHI) from the following person(s) or organization(s) named below:

NAME OF HEALTH CARE PROVIDER

STREET ADDRESS

CITY

STATE

ZIP CODE

()

()

TELEPHONE NUMBER

FAX NUMBER

I specifically authorize the use and disclosure of the following PHI: _____

The information to be used or disclosed pursuant to this authorization form may include information relating to behavioral and mental health observations, which are part of the medical record.

I may revoke this authorization at any time by notifying HSL in writing to the Medical Records Department/1200 Centre Street/Boston, MA 02131-1097 of my intent to revoke this authorization. A revocation form can also be obtained by contacting the Medical Records Department. However, I also understand that such a revocation will not have any effect on any information already disclosed to HSL before HSL received my written notice of revocation.

Unless earlier revoked, this authorization will expire on the 180th day of signing or as otherwise specified below:

If neither federal nor state privacy laws apply to the recipient of the information, I understand that the information disclosed pursuant to this authorization may be re-disclosed by the recipient and no longer protected by privacy laws.

I may inspect and receive a copy of the information to be used and disclosed pursuant to this Authorization form. Please make such intentions clear to the Medical Records Custodian when submitting the Authorization form.

This Authorization is voluntary and I may refuse to sign this form.

I understand that I am not required to sign this authorization form in exchange for receiving treatment from HSL.

SIGNATURE OF PATIENT OR HEALTH CARE PROXY

DATE

PRINTED NAME OF PATIENT

PRINTED NAME OF HEALTH CARE PROXY (IF APPLICABLE)

RELATIONSHIP GIVING REPRESENTATIVE AUTHORITY TO ACT FOR PATIENT (IF APPLICABLE)



FREQUENTLY ASKED QUESTIONS

WHAT DOES 24/7 CARE MEAN?

- Our nursing team is available 24/7 in a communal setting with shared resources
- Each patient is assigned to a primary Nurse and PCA
- Integrated multi-disciplinary care is provided based on an assessment with medical providers available on-site or by phone
- We will provide a complete contact list for your loved one's care team upon admission

WHAT KIND OF REHAB SERVICES DO WE PROVIDE?

- Physical Therapy, Occupational Therapy, Speech Language Pathology, and Expressive Therapy
- An assessment to determine rehab needs will be conducted within 7 business days of admission

CAN I KEEP MY PRIMARY CARE PROVIDER?

- One of our clinicians will be your primary medical provider and will make outside referrals as deemed necessary by the Primary Care Provider

CAN I BRING IN OUTSIDE SERVICES FOR MY LOVED ONE?

- Outside medical professionals are not permitted
- Private companions are allowed at 3rd party expense and need to follow HSL policy (i.e. companions cannot provide care)

CAN I BRING MY OWN MEDICATION?

- All medications must to be approved by an HSL provider and pharmacist

CAN MY LOVED ONE LEAVE THE FACILITY FOR NON-MEDICAL VISITS?

- Patients may leave for up to 6 hours/day
- Overnight stays are not permitted
- Medical approval by a provider and 48 hours of notice to the nursing team are required

DOES SOMEONE ACCOMPANY MY LOVED ONE DURING OUTSIDE MEDICAL APPOINTMENTS TO SEE SPECIALISTS OR FOR PROCEDURES?

- Families are encouraged to accompany loved ones to specialists
- If families are unable to attend, and if it is a medically necessary appointment, we will provide an accompanying staff member

HOW DO YOU PROVIDE 24/7 CARE?

- Routine checks are individualized according to the needs of the patient
- We are a restraint, bed alarm, and chair alarm-free facility

WHO WILL HRC CONTACT IF NECESSARY?

- The Health Care Agent will be the point of contact
- If the Health Care Proxy and/or patient request involvement of another family member, this needs to be communicated to the health care team and that any medical decision would still be the responsibility of the Health Care Proxy Agent

HOW FREQUENTLY SHOULD YOU EXPECT THAT HSL WILL CONTACT YOU?

You can expect to be contacted for the following:

- Change in medical/mental status
- Significant medication change
- Semi-annual Care Coordination meetings
- Quarterly check-ins from floor team leadership
- Outbreak of illness and temporary floor closures
- Invitation to events
- Significant organizational changes/updates

WHAT IS THE TYPICAL POPULATION AND THE SOCIAL ENVIRONMENT ON THE FLOOR?

- Each floor has patients with varying cognitive and physical abilities
- We offer center-wide programming and social activities for patients of all levels
- Opportunities for interaction with patients from other floors
- We constantly assess a patient's needs and interests, and encourage appropriate activities.
It is the patient's choice to attend.

WHAT IS MY ROLE AS A FAMILY MEMBER?

- You are complementary to our team and are encouraged to share input on your loved one's likes and desires or any observed changes
- You are welcome to attend activities with your loved one



OFF-CAMPUS VISIT FACT SHEET

Can my loved one leave the premises of the Hebrew Rehabilitation Center?

Yes, if your loved one is approved for an off-campus visit, they may leave the facility in accordance with our policies and procedures. Due to the need to ensure safety, we cannot allow overnight visits.

What is an off-campus visit?

An off campus visit is any trip outside the facility (for a maximum duration of 6 hours) with a family member/companion/ or responsible person that has been approved as safe by the health care team. Additionally, the off campus visit procedures will only be in place for trips off campus for non-medical reasons.

How can my loved one be approved for an off-campus visit?

A provider must evaluate anyone who wishes to go out of the facility to determine whether they are medically stable and able to be safe while out of the facility for a short span of time (less than 6 hours). Upon receipt of a formal request for an off-campus leave, your loved one will be evaluated and if the provider and care team feel a leave is safe, the medical provider will place an order to approve the visit.

Is a new medical order for an off campus visit needed every time my loved one wishes to go out?

No, a medical order for an off-campus visit will be good for three months provided there is no acute medical situation, such as change in mental status, or any change in condition that would impact your loved one safely leaving the facility.

Can my loved one go off campus at any time?

The family and individual seeking time off campus must collaborate with the nursing staff to determine a time that best coordinates care and medication administration.

How can I coordinate an off-campus visit if my loved one will require medications during this time?

Staff cannot provide medications to be administered outside of the facility on short notice, so the health care team needs to consider if the medication times can be altered to accommodate the off-campus visit. In situations that are planned and medications is needed, staff and pharmacy require 48 hours of advance notice for the pharmacy to prepare and dispense medications for a trip off campus.

On the day of an off-campus visit, what is the process for leaving and returning to the facility?

The family member/activated health care agent/individual/responsible person must verbally communicate and receive approval from the floor nurse to take their loved one out of the facility and communicate the time of return. Upon return back to the floor, the family member must check in with the nursing staff so an evaluation from the nurses can be made and medications and treatments provided as needed.

Are there circumstances in which my loved one can go out of the facility for longer than 6 hours?

In limited circumstances, an exception may be granted for an off-campus visit for lasting longer than 6 hours. The clinical team, in collaboration with the individual/activated health care agent/designee, may develop a plan as long as the care team feels that safe care and coordination of care can be maintained for the extended period of time.

LONG-TERM CARE FINANCIAL GUARANTY

In consideration of the admittance of ("PATIENT") _____ to Hebrew Rehabilitation Center ("HRC"), I hereby guarantee (i) full payment, exclusively and solely from Patient's available funds and/or (ii) to facilitate Patient's benefit to the extent within my authority, in order to pay for any medical, physician, or ancillary services not reimbursable by Patient's available funds, of any non-medical services (such as personal needs items and beauty parlor/barber charges) provided at the request of the PATIENT or individual acting on the Patient's behalf.

I further guarantee that I will not misuse or transfer any PATIENT'S funds or countable assets that could otherwise be available for PATIENT'S medical care, and that in the absence of said misuse or transfer, I will not be responsible for any medical payments on behalf of PATIENT from my personal funds or resources.

I agree to act in good faith with HRC on financial matters, and to cooperate with HRC and the Division of Medical Assistance in the completion and filing of an application for Long-Term Care Medicaid when necessary, and agree to cooperate with any additional Medicaid re-determination compliance or ongoing MassHealth actions.

I understand that HRC's private pay bills are payable in advance, starting on the day of admission and due the first of each month thereafter, and I have reviewed the attached room rate sheet. I further understand that HRC reserves the right to change its rates as it deems necessary, in which case HRC shall provide me with at least sixty (60) days advance notice in writing, sent to the undersigned at the address printed below, or to such other address as the undersigned may submit in writing to HRC.

In signing and making the guarantees in this Long-Term Care Financial Guaranty, I hereby represent that I told legal authority to manage the financial affairs of PATIENT, either presently or upon a determination that PATIENT lacks capacity.

RESPONSIBLE PARTY SIGNATURE

DATE

PRINT NAME

STREET ADDRESS

CITY

STATE

ZIP CODE

ACKNOWLEDGED BY

PATIENT SIGNATURE

DATE

LONG-TERM CHRONIC CARE PRICING

HEBREW REHABILITATION CENTER, EFFECTIVE OCTOBER 1, 2019, SUBJECT TO CHANGE

Hebrew Rehabilitation Center provides extended medical and rehabilitative care for patients with long-term chronic or serious illnesses at locations in Boston and at NewBridge on the Charles in Dedham. At either location, you can expect the same quality of care that Hebrew Rehabilitation Center has been offering since 1903.

Rates are on a per-day basis by room type and offer options for MassHealth members and those paying privately for their care. For more information, contact the Admissions Office at 617-363-8372.

TRADITIONAL

Room	Boston		Dedham	
	Daily Rate	Private Room Supplement	Daily Rate	Private Room Supplement
Semi Private (Shared Bath)	\$505 – \$520	0		
Private (Shared Bath)	\$530 – \$545	\$25	\$580	0
Preferred Private (Private Bath)	\$550 – \$565	\$45	\$625	\$45

MEMORY CARE

Room	Boston		Dedham	
	Daily Rate	Private Room Supplement	Daily Rate	Private Room Supplement
Semi Private (Shared Bath)	\$540	\$0		
Private (Shared Bath)	\$580	\$40	\$596	0
Preferred Private (Private Bath)	\$600	\$60	\$656	\$60

MassHealth covers semi-private accommodation; however, a MassHealth member who wishes private accommodation may have a third party pay the daily private room supplement. If a private pay, private room patient converts to MassHealth and would like to remain in a private room, third party payment of the private room supplement is expected. If the patient declines to pay the private room supplement, the patient will be placed on a waiting list for the next available private room with a shared bath or semi-private room.

ADMISSION NOTICE: NOTICE OF MEDICARE NON-COVERAGE

PATIENT NAME

ADMISSION DATE/DATE OF NOTICE

ATTENDING PHYSICIAN

YOUR IMMEDIATE ATTENTION IS REQUIRED

Dear _____,

The Hebrew Rehabilitation Center has reviewed your application and we believe that Medicare is not likely to pay for your admission for **ONGOING MANAGEMENT AND THERAPEUTIC CARE FOR YOUR MEDICAL CONDITION(S) DO NOT REQUIRE INPATIENT HOSPITAL CARE**. This notice, however, is not an official Medicare decision. This determination was based upon the Hebrew Rehabilitation Center's understanding and interpretation of the available Medicare coverage policies and guidelines.

IF YOU DISAGREE WITH OUR FINDING:

- You should talk to your doctor about this notice and any further health care you may need.
- You also have the right to an appeal, that is, an immediate review of your case by a Quality Improvement Organization (QIO). The QIO is an outside reviewer hired by Medicare to make formal decision about whether your admission is covered by Medicare. See page 2 for instructions on how to request a review and contact the QIO.

IF YOU DECIDE TO GO AHEAD WITH THE ADMISSION, YOU WILL HAVE TO PAY FOR:

- Customary charges for all services furnished after the receipt of this notice, except for those services for which you are eligible under Medicare Part B (for admission notices issued not later than 3:00PM on the date of admission.)
- Customary charges for all services furnished on the day following the day of receipt of this notice, except for those services for which you are eligible to receive payment under Medicare Part B (for admission notices issued after 3:00PM on the day of admission.)

IF YOU WANT AN IMMEDIATE REVIEW OF YOUR CASE:

- Call the QIO immediately at the number listed below or you may call the QIO at any point during your stay.
- You may also call the QIO for quality care issues.

— QIO CONTACT INFORMATION: LIVANTA AT 1-866-815-5440 OR TTY: 1-866-868-2289 —

IF YOU DO NOT WANT AN IMMEDIATE REVIEW:

- You may still request a review 30 calendar dates from the date of receipt of this notice by calling the QIO at the number above.

RESULTS OF THE QIO REVIEW:

- The QIO will send you a formal decision about whether your stay is appropriate according to Medicare's rules and will tell you about your reconsideration and appeal rights.
 - IF THE QIO FINDS THAT YOUR FACILITY CARE IS COVERED, you will be refunded any money you may have paid the facility except for any applicable co-pays, deductibles, and convenience items or services normally not covered by Medicare.
 - IF THE QIO FINDS THAT YOUR FACILITY CARE IS NOT COVERED, you are responsible for payment for all non-covered services beginning on _____ (Date of notice as explained in this notice).

— FOR MORE INFORMATION YOU MAY CALL 1-800-MEDICARE (1-800-633-4227), OR TTY 1-877-486-2046 —

Please sign your name, the date and time. Your signature does not mean that you agree with this notice, just that you received the notice and understand it.

SIGNATURE OF PATIENT OR REPRESENTATIVE

DATE / TIME

PLEASE PRINT NAME



WHAT IS THE PATIENT PAID AMOUNT?

The Patient Paid Amount (PPA) is the monthly amount of income that Medicaid determines the patient must contribute toward own care starting in the first month of Medical eligibility.

How to calculate your PPA:

Your PPA = (Total amount of your monthly income) – (Total amount of allowances)

Examples of monthly income:

Social Security (Net), Supplemental Security Income (SSI), Pension (Gross), Annuity, Veteran's benefits, Trust and Dividends

Examples of allowances:

Personal Needs Allowance*(PNA/\$72.80 per month), Health Insurance Premiums, Medicare Part D Prescription Premium, VA Allowance, Community Spouse Resource Allowance, and Guardianship Fees.

**Personal Needs Allowance (PNA) is the monthly sum of money that patient who receives Medicaid (MassHealth) may retain from their personal income.*

For Medicaid (MassHealth) recipient, it is important to keep your assets below \$2,000, which is the Medicaid regulation. During the transition period from Medicaid-pending to Medicaid eligibility, monies that would be classified as "income" should not be spent on anything except PPA payments to Hebrew Rehabilitation Center (HRC).

The best practice is to have Social Security, Pension, Annuity, and etc. directed to HRC by allowing us to become representative payee. HRC requires [patient's signature to authorize the direct deposit.

What does HRC have to do with the PPA that is directly deposited?

- HRC transfers the PNA (\$72.80) into the patient's Personal Needs Account at HRC, where it is available for the patient to spend at the beauty salon, gift shop and etc.
- HRC pays the supplement insurance premium.
- The rest of the PPA goes toward paying for patient's care.

If you have any questions, please feel free to contact Admission Coordinator at Fiscal Services Department at 617-971-5828.



PATIENT PAID AMOUNT (PPA) AGREEMENT

Upon admission, Hebrew Rehabilitation Center (HRC) shall provide Long-Term Chronic Care services to you in exchange for payment. You are responsible for paying for the care and services we provide to you.

HRC participates in the Medicaid Program (also known as MassHealth) as a provider of the Long-Term Chronic Care services and agrees to accept payment from Medicaid in lieu of our customary daily private rate. You, however, remain responsible for paying the Patient Paid Amount (PPA) and charges for items and services Medicaid does not cover. The PPA is the amount of monthly income that Medicaid determines you must contribute to the cost of your care.

By signing this agreement, you do hereby agree to have your monthly PPA directed to HRC by allowing us to become representative payee. Please note that you may be responsible for any other items and services not covered under Medicaid.

Failure to comply with Medicaid regulations concerning PPA payments may result in termination of Medicaid coverage and involuntary discharge from HRC.

- Will agree to allow HRC representative payee for Social Security benefits
- Will agree to allow HRC representative payee for Pension/Annuity benefits

PATIENT SIGNATURE

DATE

PATIENT'S AUTHORIZED REPRESENTATIVE SIGNATURE

DATE

PATIENT'S AUTHORIZED REPRESENTATIVE

WITNESS SIGNATURE

DATE

PRINT NAME



SUPPLEMENTAL SECURITY INCOME (SSI) RECIPIENT IN LONG-TERM CHRONIC CARE PROGRAM

Supplemental Security Income (SSI) decreases to \$72.80/month on the day patient is admitted into Long-Term Chronic Care facility with Medicaid bebenfits.

- It may take several months for Social Security office to notify you that the amount has changed, and you may continue to receive full benefits each month. However, please do not spend more than the allotted amount of \$72.80 per month.
- In case of any overpayment, you will receive a letter from Social Security office and be asked to pay back any overpayment that has been made.

ANY Patient admitted to a Long-Term Chronic Care facility with Medicaid benefits is only entitled to \$72.80 per month.

- Once admitted to Long-Term Chronic Care facility, Social Security office will split the household benefit and issue individual Social Security payments for any patient with a spouse each month.
- Once the spouse admitted to Hebrew Rehabilitation Center (HRC) will receive the SSI decrease of \$72.80
- Please note until Social Security office has decreased the patients' benefits and all funds have been redirected to the HRC, **the outside bank account must remain open.**

Please arrange to have SSI (\$72.80/month) come directly to Hebrew Rehabilitation Center (HRC) and placed in the patient's Personal Needs Account at HRC, where it is available for the patient to spend personal expenses at the beauty salon, gift shop, etc.

If you have any questions, please feel free to contact Admission Coordinator at Fiscal Services Department at 617-971-5828.



LONG-TERM CHRONIC CARE PROGRAM DAILY RATE INFORMATION

1) The daily room rate* includes the routine services and amenities that are NOT covered by Medicare Part B, such as**

- Room and board
- Routine nursing services and routine personal care assistance
- Linen and laundry service
- Medications***
- On-site vision and hearing (subject to HRC program guidelines)
- On-site recreational and wellness activities, religious services, cultural programs, and social events

2) Additional charges apply for the physician, nurse practitioner, rehab (physical, occupational, speech therapy), radiology, lab, and other medical services. These services are typically covered by the patient's Medicare Part B and Medigap policies.**

3) The following optional services are available for additional fees:

- Telephone service
- Cable television service
- On-site beauty parlor and barber shop
- Dry cleaning, newspaper delivery, guest meals, off-site events

***The routine services listed in 1) above are NOT covered by Medicare Part A (Hospital), Medicare Part B (Medical), or Medicare Supplement Insurance (Medigap); they must be paid by personal funds, long-term care insurance, and/or for those who have met the eligibility requirements, by Long-Term Care MassHealth (Medicaid).**

****Per 2) above, Medicare Part B and Medigap insurance cover Part B – billable services such as physician/nurse practitioner, therapies, (physical, occupational, and speech), radiology and lab. Patient needs to be enrolled in Medicare Part B or in an equivalent plan that covers part B-covered services. HRC recommends that patient also carries a Medicare Supplement Insurance policy to cover deductible and coinsurance.**

Unless patient is on MassHealth (Medicaid), HRC will bill any portion of these 2) services not paid by Medicare Part B or Medigap insurance to the patient.

If a patient is enrolled in a Medicare HMO-type insurance plan, HRC will assist with conversion back to regular Medicare A and B as soon as possible. The care management and referrals authorizations provided by such an HMO plan no longer apply once the patient is admitted to the HRC long-term chronic care program, since care is managed by HRC's network of physicians and providers, making the HMO plan no longer appropriate.

*****Medications. It is important patient maintains enrollment in a Medicare Part D prescription drug plan.** As a service to you HRC will bill the Medicare part D plan on behalf of the patient. Once a patient qualifies for MassHealth (Medicaid), it is switched to a zero-premium Medicare Part D plan.

_____/_____/_____
 PATIENT NAME (PLEASE PRINT) DATE OF BIRTH

 NAME YOU PREFER TO BE CALLED AGE

 WHERE WERE YOU BORN?

 WHERE DID YOU GROW UP?

 WHAT IS YOUR PRIMARY LANGUAGE?

HOW DO YOU IDENTIFY? (PLEASE CHECK)

- MALE
- FEMALE
- TRANSGENDER

(PLEASE CHECK)

- HETEROSEXUAL
- BISEXUAL
- LESBIAN
- GAY

FAMILY/FRIENDS/PETS

SPOUSE / SIGNIFICANT OTHER:

 NAME AGE CITY OF RESIDENCE LIVING DECEASED

OTHER SIGNIFICANT RELATIONSHIPS: (CHILDREN, GRANDCHILDREN, SIBLINGS, FRIENDS....)

 1. NAME RELATIONSHIP AGE SPOUSE CITY OF RESIDENCE LIVING DECEASED

 2. NAME RELATIONSHIP AGE SPOUSE CITY OF RESIDENCE LIVING DECEASED

 3. NAME RELATIONSHIP AGE SPOUSE CITY OF RESIDENCE LIVING DECEASED

 4. NAME RELATIONSHIP AGE SPOUSE CITY OF RESIDENCE LIVING DECEASED

 5. NAME RELATIONSHIP AGE SPOUSE CITY OF RESIDENCE LIVING DECEASED

 6. NAME RELATIONSHIP AGE SPOUSE CITY OF RESIDENCE LIVING DECEASED

PETS:

 1. PETS NAME TYPE OF PET COMMENTS

 2. PETS NAME TYPE OF PET COMMENTS

 3. PETS NAME TYPE OF PET COMMENTS

EDUCATION

NAME OF SCHOOL / UNIVERSITY

DEGREE

YEARS ATTENDED

COMMENTS

NAME OF SCHOOL / UNIVERSITY

DEGREE

YEARS ATTENDED

COMMENTS

MILITARY SERVICE

BRANCH / RANK

YEARS SERVED

 YES NO

WARTIME SERVICE

COMMENTS

EMPLOYMENT HISTORY

HISTORY OF JOBS HELD

COMMENTS

1.

2.

3.

SOCIAL ACTIVITIES

FAVORITE HOBBIES / ACTIVITIES / MUSIC/ TRAVEL/ SPORTS

1.

2.

3.

CLUBS / MEMBERSHIPS (PAST OR PRESENT)

1.

2.

LIFESTYLE/CHARACTER

HOW WOULD YOU DESCRIBE YOUR PERSONALITY?

WHAT IS CALMING OR SOOTHING TO YOU? WHAT MAKES YOU HAPPY?

WHAT IRRITATES/ BOTHERS OR FRUSTRATES YOU?

SIGNIFICANT EVENT(S) THAT HAVE IMPACTED YOUR LIFE:

ANY OTHER CONCERNS/ISSUES YOU WOULD LIKE TO SHARE:

RELIGION/SPIRITUALITY

RELIGIOUS BACKGROUND:

CURRENT SPIRITUAL / RELIGIOUS NEEDS:

DAILY ROUTINE

DESCRIBE TYPICAL AM ROUTINE:

DESCRIBE TYPICAL PM ROUTINE:

SLEEP SCHEDULE

WAKING TIME: _____ BEDTIME: _____ NAPS: _____

BEDTIME ROUTINE: _____

ACTIVITIES OF DAILY LIVING

DO YOU NEED ASSISTANCE WITH THE FOLLOWING? (CHECK YES OR NO)

	YES	NO	EQUIPMENT USED (PLEASE CHECK)	OTHER INFORMATION
BATHING	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> GRAB BARS <input type="checkbox"/> SHOWER CHAIR <input type="checkbox"/> HAND-HELD SHOWER (IF AVAILABLE) FREQUENCY: _____	PREFERENCE (PLEASE CHECK): <input type="checkbox"/> SHOWER <input type="checkbox"/> SPONGE BATH
GROOMING	<input type="checkbox"/>	<input type="checkbox"/>		PREFERENCE: _____
DRESSING / UNDRESSING	<input type="checkbox"/>	<input type="checkbox"/>		PREFERENCE: _____
TOILETING	<input type="checkbox"/>	<input type="checkbox"/>	PLEASE CHECK: <input type="checkbox"/> RAISED TOILET SEAT <input type="checkbox"/> COMMODE <input type="checkbox"/> URINAL <input type="checkbox"/> ADULT BRIEFS <input type="checkbox"/> UNDERGARMENTS <input type="checkbox"/> PADS	PLEASE CHECK: <input type="checkbox"/> CONTINENT <input type="checkbox"/> INCONTINENT, BLADDER <input type="checkbox"/> INCONTINENT, BOWEL
WALKING	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> WALKER <input type="checkbox"/> WHEELCHAIR <input type="checkbox"/> CANE <input type="checkbox"/> BRACE OTHER: _____	
CURRENT MODE OF TRANSFERS (CHAIR TO BED, ETC.):	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> MECHANICAL LIFT <input type="checkbox"/> ASSISTANCE FROM OTHER PEOPLE OTHER: _____	
EATING	<input type="checkbox"/>	<input type="checkbox"/>	DENTURES? <input type="checkbox"/> UPPER <input type="checkbox"/> LOWER <input type="checkbox"/> PARTIALS	FEEDING TUBE? <input type="checkbox"/> YES <input type="checkbox"/> NO

HOW DO YOU LIKE TO TAKE MEDICATION? WITH WATER WITH JUICE WITH APPLESAUCE
 OTHER: _____

FOOD/ALLERGIES

SPECIAL DIET: _____

FAVORITE FOODS / SNACKS: _____

FOOD ALLERGIES: _____

OTHER ALLERGIES: _____

COMMUNICATION

DO YOU HAVE ANY DIFFICULTIES COMMUNICATING OR UNDERSTANDING? (PLEASE CIRCLE)

NO ISSUES NAMING OBJECTS HAVE FEW WORDS FOLLOWING CONVERSATIONS
WORD FINDING MAKING NEEDS KNOWN UNDERSTANDING INSTRUCTIONS OTHER: _____

COMMENTS: _____

VISION

ADAPTIVE EQUIPMENT NEEDED: GLASSES CONTACTS OTHER: _____

COMMENTS: _____

HEARING

DO YOU HAVE DIFFICULTY HEARING? YES NO

ADAPTIVE EQUIPMENT USED: HEARING AIDE AMPLIFICATION DEVICE

HEARING AIDS: LEFT RIGHT

COMMENTS: _____

ADDITIONAL INFORMATION

IS THERE ANYTHING ELSE YOU WOULD LIKE US TO KNOW?

