

PRE-ADMISSION DIRECTIVES

Prior to consideration for admission to Lincourt Manor, the applicant agrees to the following directives:

Financial Responsibilities

- Must have a "Power of Attorney" if applicant is incompetent.
- Pay the facility the amount determined by the Province (Dept. of Social Development)
- If the applicant is subsidized and has no spouse or dependent at homes, agrees to redirect monthly income cheques to the facility.
- If the applicant is private pay or subsidized with a spouse or dependent at home, pay the facility on the date of admission for the current month and pay on the first day of each subsequent month for the entire month or sign a Pre-Authorized Debit form.
- File annual tax returns for GST purposes and GIS purposes.
- Agree to participate in direct deposit for payment of services if required by the facility.
- Responsible for the transportation costs to medical appointments if not covered under a health plan.
- Responsible to escort resident to medical appointments if escort required, or provide escort if family member unable to do so.
- If the home must use a staff person, a minimum of 3 hours wages will be billed to the resident.

Failure to meet the above directives after admission for whatever reason could result in discharge of the resident.

Lincourt Manor Authorized Representative_____

Date_____

I/we agree to the above directives set out by Lincourt Manor Inc.

Applicant/Resident_____Witness_____

Date_____

Resident Representative (POA)_____ Date_____

This form must be signed and returned to Lincourt Manor Inc. along with proof of power of attorney prior to any admission being considered. Thank you.