

# RULES AND REGULATIONS

Fire safety regulations require that we limit the number of personal possessions a resident may keep in their room. All requests for additional furniture or appliances should be directed to our maintenance department. We advise that families provide storage for seasonal clothing, luggage, knickknack and mementoes. The stored items may be exchanged from time to time with items the resident has on hand at the nursing home.

Residents should not keep any valuables (monetary and/or sentimental) in their personal possession. Monies should be kept in private accounts or deposited in the Resident's Personal Account. Valuables should be put in safe keeping with a trusted individual outside the facility or deposited for keeping in the nursing home safe. Any valuables retained by a resident are retained at the resident's own risk. Loss of personal property should be reported immediately to your nurse, who will alert the staff of the missing property.

Residents are expected to cooperate with one another and staff to ensure a harmonious, pleasant atmosphere that promotes the welfare of all residents. After 10:00 p.m., the volume of all **T.V.'s** will be lowered to a level where they cannot be heard in the next bed. We suggest the use of earphones after this hour as a satisfactory alternative. In the spirit of promoting health and welfare, the nursing home is a smoke free facility.

Financial arrangements include receipt by the nursing home of residents' resources, i.e., income as established by the Division of Health and Human Services (Medicaid), by the eighth (8<sup>th</sup>) of each month for recipients under the Medicaid Program. Private paying residents will be billed monthly and payment is expected within two weeks of receipt of the bill.

No liquor may be brought into the nursing home without permission from the nursing department. A doctor's order is necessary for any alcoholic beverages.

All resident clothing must be labeled. New clothing which is brought in to a resident is to be checked in through the laundry/housekeeping department where it will be marked.

Leave of absences for other than hospitalization shall require a physician's order and will be billed at the regular daily rate for all payment categories. For residents on the Medicaid Program, there is a Medicaid imposed limit of ten (10) therapeutic leave days per state fiscal year. A leave day is defined as an absence from the nursing home at the midnight census.

Leave of absences for hospitalization for intermediate care residents are provided by the facility at no cost to the resident, subject to a limitation of ten (10) days.

Visiting hours are not limited by the nursing home.

All prescriptions, over the counter drugs and medical or surgical supplies will be ordered for the resident by the nursing home to ensure safety and accuracy of the nursing treatment plans. If family choose to purchase from an outside pharmacy, prior arrangement through social service must occur.