

Dear Admissions Candidate:

Thank you for your interest in Vista on 5th. As a licensed assisted living program (ALP), Vista on 5th provides a safe environment for residents age 65 or older who require assistance with the activities of daily living (i.e. bathing, dressing, toileting, etc.) but wish to maintain their independence.

Enclosed is the admission package. In order to process your application, the following forms must be submitted:

- Application for Admission
- Medical Evaluation, completed by your doctor
- Mental Health Evaluation, completed by your doctor
- PPD Report, completed by your doctor
- Financial Questionnaire with documents (see Admissions Check List)

Your doctor must complete every section of the Medical Evaluation form and provide a clear description of the assistance you will need with activities of daily living, such as; transferring, toileting, dressing, grooming, housekeeping, incontinence care and medication management. Your doctor must print his/her name, address, license number, and telephone number on the medical evaluation form.

A completed Financial Questionnaire with supporting financial documents must also be submitted. After your completed application has been submitted, the Admissions Coordinator will review the application and, if appropriate schedule an interview with the Admissions Committee.

Please submit the required documents to Shadonna Fuller, Admissions Coordinator, at the above address. She also can be contacted at [Shadonna.Fuller@VistaOn5th.org](mailto:Shadonna.Fuller@VistaOn5th.org) or 212-534-6464, ext. 5153, if you require additional information.

Yours truly,

*Nicole Atanasio*

Nicole F. Atanasio, MS, RN-BC  
President and CEO

Application for Admission

***This Application must be filled out completely in order to be considered for admission.***

***Thank you***

Date: \_\_\_\_\_

Applicant Name: \_\_\_\_\_ Social Security #: \_\_\_\_\_

Male                       Female      Age: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Referred by: \_\_\_\_\_

Marital Status:  Married     Widowed     Divorced     Single (never married)

Number of Children: \_\_\_\_\_

Current Residence: \_\_\_\_\_ Phone: \_\_\_\_\_

Own Home               Hospital               Nursing Home     Other: \_\_\_\_\_

Nursing Home \_\_\_\_\_ Date of Admission: \_\_\_\_\_

Are you currently receiving home health services?  Yes  No

If yes:  Visiting Nurse                       Private Hired Help               PCA/HHA

How many hours/days/week? \_\_\_\_\_ How long? \_\_\_\_\_

What services are provided? \_\_\_\_\_

Most Recent Hospitalization/Rehab? \_\_\_\_\_ Where? \_\_\_\_\_

Reason: \_\_\_\_\_

**Primary Contacts/Support Persons:**

Name: \_\_\_\_\_ Name: \_\_\_\_\_

Relationship: \_\_\_\_\_ Relationship: \_\_\_\_\_

Address: \_\_\_\_\_ Address: \_\_\_\_\_

Home: \_\_\_\_\_ Home: \_\_\_\_\_

Work: \_\_\_\_\_ Work: \_\_\_\_\_



Cell: \_\_\_\_\_

Cell: \_\_\_\_\_

Email: \_\_\_\_\_

Email: \_\_\_\_\_

**Attending Physician:**

**Health Insurance:**

Name: \_\_\_\_\_

Medicaid No.: \_\_\_\_\_

Address: \_\_\_\_\_

Medicare No.: \_\_\_\_\_

\_\_\_\_\_

Prescription Drug Plan/Medicare Part D Plan

Phone: \_\_\_\_\_

**Name:** \_\_\_\_\_

**Other Health Care Providers:**

Prescription Drug Plan/Medicare Part D

Name: \_\_\_\_\_

**Number:** \_\_\_\_\_

Specialty: \_\_\_\_\_

HMO Plan Name: \_\_\_\_\_

Address: \_\_\_\_\_

Any other insurance: \_\_\_\_\_

Hospital of Choice: \_\_\_\_\_

**If Applicant has any Mental Health or Psychiatric history, this section must be filled out. If not, please indicate with N/A.**

**Mental Health:** \_\_\_\_\_

**Psychiatric hospitalizations?** \_\_\_\_ **Where?** \_\_\_\_\_ **Date:** \_\_\_\_\_

Please explain: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

**Personal Background**

Wishes to be addressed as: \_\_\_\_\_

Where were you born/raised/lived most of your life? \_\_\_\_\_

Highest Grade Completed: \_\_\_\_\_ Former Occupation: \_\_\_\_\_

Religious Affiliation (if any): \_\_\_\_\_ Place of Worship: \_\_\_\_\_

Have you ever been a client of Adult Protective Services?  Yes  No

If yes, when? \_\_\_\_\_



Health Care Proxy:  Yes  No Name: \_\_\_\_\_

Power of Attorney:  Yes  No Name: \_\_\_\_\_

Financial Resources: SSA: \$\_\_\_\_\_ SSI: \$\_\_\_\_\_

Pension: \_\_\_\_\_ Any other annuities \_\_\_\_\_

DNR:  Yes  No Living Will:  Yes  No

Burial Instructions: \_\_\_\_\_

Can Applicant speak, read, and/or write in English:  Yes  No

If no, indicate primary language: \_\_\_\_\_

Daily Habits

How often do you drink alcohol? \_\_\_\_\_ How often do you smoke tobacco? \_\_\_\_\_

Preferred wake-up time: \_\_\_\_\_ Preferred bedtime: \_\_\_\_\_

Eating Habits

Do you have any dietary restrictions? \_\_\_\_\_

Food Allergies (List all): \_\_\_\_\_

Food preferences: \_\_\_\_\_

Food dislikes: \_\_\_\_\_

Daily Events:

(Check all that apply)

- Goes out \_\_\_\_\_ days a week
- Stays busy with hobbies; fixed daily routine
- Spends most time alone
- Contact with relatives/close friends \_\_\_\_\_ days per week
- Spends most time watching TV
- Prefers small group activities



Usually attends church, synagogue, etc.

Name and Location of House of Worship: \_\_\_\_\_

Prefers large group activities

**Assistive Device Used:**

Cane                       Walker                       Rollator                       Wheelchair

**CONTINENCE STATUS/MANAGEMENT**

Is the resident continent of urinary function?                      Yes     No

Is the resident continent of bowel function?                      Yes     No

**IF ANSWER IS “NO” TO EITHER QUESTION, COMPLETE THIS SECTION, AS APPROPRIATE.**

Urinary Incontinence	Bowel Incontinence
Less than once a week <input type="checkbox"/> Several times a week <input type="checkbox"/> Daily <input type="checkbox"/> Day Only <input type="checkbox"/> Night only <input type="checkbox"/> Day and night <input type="checkbox"/>	Less than once a week <input type="checkbox"/> Several times a week <input type="checkbox"/> Daily <input type="checkbox"/> Day Only <input type="checkbox"/> Night only <input type="checkbox"/> Day and night <input type="checkbox"/>
Current management techniques	Current management techniques
Prompting/reminding defers incontinence <input type="checkbox"/> Timed voiding defers incontinence <input type="checkbox"/> Uses incontinence pads/adult diapers: Day only <input type="checkbox"/> Night only <input type="checkbox"/> Day and night <input type="checkbox"/> Catheter (specify type) _____ Comments: _____ _____ _____ _____ Self-manage continence? Yes <input type="checkbox"/> No <input type="checkbox"/>	Uses incontinence pads/adult diapers: Day only <input type="checkbox"/> Night only <input type="checkbox"/> Day and night <input type="checkbox"/> Comments: _____ _____ _____ _____ Self-manage continence? Yes <input type="checkbox"/> No <input type="checkbox"/>



**PHYSICAL FUNCTION**

TASK	LEVEL OF ASSISTANCE
<p><b>Meal Preparation:</b> (How meals are prepared (e.g., planning meals, assembling ingredients, cooking, setting out food and utensils))</p>	<p><input type="checkbox"/> <b>Independent:</b> No help, setup, or supervision.</p> <p><input type="checkbox"/> <b>Setup help only supervision:</b> Oversight/cueing throughout task, but performs 50% or more of task on own.</p> <p><input type="checkbox"/> <b>Limited Assistance:</b> Help on some occasions.</p> <p><input type="checkbox"/> <b>Extensive assistance:</b> Help throughout task, but performs 50% or more of task on own.</p> <p><input type="checkbox"/> <b>Maximal assistance:</b> Help throughout task, but performs less than 50% of task on own.</p> <p><input type="checkbox"/> <b>Total dependence:</b> Full performance by others during entire period.</p>
<p><b>Ordinary housework:</b> (How ordinary work around the house is performed (e.g., doing dishes, dusting, making bed, tidying up, laundry))</p>	<p><input type="checkbox"/> <b>Independent:</b> No help, setup, or supervision.</p> <p><input type="checkbox"/> <b>Setup help only supervision:</b> Oversight/cueing throughout task, but performs 50% or more of task on own.</p> <p><input type="checkbox"/> <b>Limited Assistance:</b> Help on some occasions.</p> <p><input type="checkbox"/> <b>Extensive assistance:</b> Help throughout task, but performs 50% or more of task on own.</p> <p><input type="checkbox"/> <b>Maximal assistance:</b> Help throughout task, but performs less than 50% of task on own.</p> <p><input type="checkbox"/> <b>Total dependence:</b> Full performance by others during entire period.</p>
<p><b>Managing Finances:</b> (How bills are paid, checkbook is balanced, household expenses are budgeted, credit</p>	<p><input type="checkbox"/> <b>Independent:</b> No help, setup, or supervision.</p> <p><input type="checkbox"/> <b>Setup help only supervision:</b> Oversight/cueing throughout task, but performs 50% or more of task on own.</p> <p><input type="checkbox"/> <b>Limited Assistance:</b> Help on some occasions.</p>

card account is monitored)	<input type="checkbox"/> <b>Extensive assistance:</b> Help throughout task, but performs 50% or more of task on own.  <input type="checkbox"/> <b>Maximal assistance:</b> Help throughout task, but performs less than 50% of task on own.  <input type="checkbox"/> <b>Total dependence:</b> Full performance by others during entire period.
<b>Managing Medication:</b> (How medications are managed (e.g., remembering to take medicines, opening bottles, taking correct drug dosages, giving injections, applying ointments))	<input type="checkbox"/> <b>Independent:</b> No help, setup, or supervision.  <input type="checkbox"/> <b>Setup help only supervision:</b> Oversight/cueing throughout task, but performs 50% or more of task on own.  <input type="checkbox"/> <b>Limited Assistance:</b> Help on some occasions.  <input type="checkbox"/> <b>Extensive assistance:</b> Help throughout task, but performs 50% or more of task on own.  <input type="checkbox"/> <b>Maximal assistance:</b> Help throughout task, but performs less than 50% of task on own.  <input type="checkbox"/> <b>Total dependence:</b> Full performance by others during entire period.
<b>Shopping:</b> (How shopping is performed for food and household items (e.g., selecting items, paying money))	<input type="checkbox"/> <b>Independent:</b> No help, setup, or supervision.  <input type="checkbox"/> <b>Setup help only supervision:</b> Oversight/cueing throughout task, but performs 50% or more of task on own.  <input type="checkbox"/> <b>Limited Assistance:</b> Help on some occasions.  <input type="checkbox"/> <b>Extensive assistance:</b> Help throughout task, but performs 50% or more of task on own.  <input type="checkbox"/> <b>Maximal assistance:</b> Help throughout task, but performs less than 50% of task on own.  <input type="checkbox"/> <b>Total dependence:</b> Full performance by others during entire period.
<b>Transportation:</b> (How travels by public transportation (navigating system, paying	<input type="checkbox"/> <b>Independent:</b> No help, setup, or supervision.  <input type="checkbox"/> <b>Setup help only supervision:</b> Oversight/cueing throughout task, but performs 50% or more of task on own.  <input type="checkbox"/> <b>Limited Assistance:</b> Help on some occasions.



<p>fare) or driving self (including getting out of house, into and out of vehicles)</p>	<p><input type="checkbox"/> <b>Extensive assistance:</b> Help throughout task, but performs 50% or more of task on own.</p> <p><input type="checkbox"/> <b>Maximal assistance:</b> Help throughout task, but performs less than 50% of task on own.</p> <p><input type="checkbox"/> <b>Total dependence:</b> Full performance by others during entire period.</p>
<p><b>Bathing:</b> (How takes bath or shower. Includes how transfers in and out of tub or shower AND how each part of body is bathed: arms, upper and lower legs, chest, abdomen, perineal area - EXCLUDE WASHING OF BACK AND HAIR.)</p>	<p><input type="checkbox"/> <b>Independent:</b> No physical assistance, setup, or supervision in any episode.</p> <p><input type="checkbox"/> <b>Independent, setup help only supervision:</b> Article or device provided or placed within reach, no physical assistance or supervision in any episode.</p> <p><input type="checkbox"/> <b>Supervision:</b> Oversight/cueing.</p> <p><input type="checkbox"/> <b>Limited assistance:</b> Guided maneuvering of limbs, physical guidance without taking weight.</p> <p><input type="checkbox"/> <b>Extensive assistance:</b> Weight-bearing support (including lifting limbs) by 1 helper where person still performs 50% or more of subtasks.</p> <p><input type="checkbox"/> <b>Maximal assistance:</b> Weight-bearing support (including lifting limbs) by 2+ helpers - OR - weight-bearing support for more than 50% of subtasks.</p> <p><input type="checkbox"/> <b>Total dependence:</b> Full performance by others during all episodes.</p>
<p><b>Personal Hygiene:</b> (How manages personal hygiene, including combing hair, brushing teeth, shaving, applying make-up, washing and drying face and hands - EXCLUDE BATHS AND SHOWERS)</p>	<p><input type="checkbox"/> <b>Independent:</b> No physical assistance, setup, or supervision in any episode.</p> <p><input type="checkbox"/> <b>Independent, setup help only supervision:</b> Article or device provided or placed within reach, no physical assistance or supervision in any episode.</p> <p><input type="checkbox"/> <b>Supervision:</b> Oversight/cueing.</p> <p><input type="checkbox"/> <b>Limited assistance:</b> Guided maneuvering of limbs, physical guidance without taking weight.</p> <p><input type="checkbox"/> <b>Extensive assistance:</b> Weight-bearing support (including lifting limbs) by 1 helper where person still performs 50% or more of subtasks.</p> <p><input type="checkbox"/> <b>Maximal assistance:</b> Weight-bearing support (including lifting limbs) by 2+ helpers - OR - weight-bearing support for more than 50% of subtasks.</p>





	<input type="checkbox"/> <b>Total dependence:</b> Full performance by others during all episodes.
<b>Dressing:</b> (How dresses and undresses (street clothes, underwear) above the waist, including prostheses, orthotics, fasteners, pullovers, etc., and from the waist down including prostheses, orthotics, belts, pants, skirts, shoes, fasteners, etc.)	<input type="checkbox"/> <b>Independent:</b> No physical assistance, setup, or supervision in any episode.  <input type="checkbox"/> <b>Independent, setup help only supervision:</b> Article or device provided or placed within reach, no physical assistance or supervision in any episode.  <input type="checkbox"/> <b>Supervision:</b> Oversight/cueing.  <input type="checkbox"/> <b>Limited assistance:</b> Guided maneuvering of limbs, physical guidance without taking weight.  <input type="checkbox"/> <b>Extensive assistance:</b> Weight-bearing support (including lifting limbs) by 1 helper where person still performs 50% or more of subtasks.  <input type="checkbox"/> <b>Maximal assistance</b> Weight-bearing support (including lifting limbs) by 2+ helpers - OR - weight-bearing support for more than 50% of subtasks.  <input type="checkbox"/> <b>Total dependence:</b> Full performance by others during all episodes.
<b>Walking:</b> (How walks between location on same floor indoors)	<input type="checkbox"/> <b>Independent:</b> No physical assistance, setup, or supervision in any episode.  <input type="checkbox"/> <b>Independent, setup help only supervision:</b> Article or device provided or placed within reach, no physical assistance or supervision in any episode.  <input type="checkbox"/> <b>Supervision:</b> Oversight/cueing.  <input type="checkbox"/> <b>Limited assistance:</b> Guided maneuvering of limbs, physical guidance without taking weight.  <input type="checkbox"/> <b>Extensive assistance:</b> Weight-bearing support (including lifting limbs) by 1 helper where person still performs 50% or more of subtasks.  <input type="checkbox"/> <b>Maximal assistance</b> Weight-bearing support (including lifting limbs) by 2+ helpers - OR - weight-bearing support for more than 50% of subtasks.  <input type="checkbox"/> <b>Total dependence:</b> Full performance by others during all episodes.
<b>Toilet Use:</b> (How uses the toilet room (or commode, bedpan,	<input type="checkbox"/> <b>Independent:</b> No physical assistance, setup, or supervision in any episode.  <input type="checkbox"/> <b>Independent, setup help only supervision:</b> Article or device provided or placed within reach, no physical assistance or supervision in any episode.

<p>urinal), cleanses self after toilet use or incontinent episode(s), changes pad, manages ostomy or catheter, adjust clothes Including transfer on and off toilet)</p>	<p><input type="checkbox"/> <b>Supervision:</b> Oversight/cueing.</p> <p><input type="checkbox"/> <b>Limited assistance:</b> Guided maneuvering of limbs, physical guidance without taking weight.</p> <p><input type="checkbox"/> <b>Extensive assistance:</b> Weight-bearing support (including lifting limbs) by 1 helper where person still performs 50% or more of subtasks.</p> <p><input type="checkbox"/> <b>Maximal assistance:</b> Weight-bearing support (including lifting limbs) by 2+ helpers - OR - weight-bearing support for more than 50% of subtasks.</p> <p><input type="checkbox"/> <b>Total dependence:</b> Full performance by others during all episodes.</p>
<b>TASK</b>	<b>LEVEL OF ASSISTANCE</b>
<p><b>Laundry:</b> (Ability to do own laundry – to carry laundry to and from washing machine, to use washer and dryer, to wash small items by hand)</p>	<p><input type="checkbox"/> <b>Independent:</b> Able to independently take care of all laundry tasks</p> <p><input type="checkbox"/> <b>Independent:</b> But requests facility perform task</p> <p><input type="checkbox"/> <b>Intermittent Assistance:</b> Able to do only light laundry, such as minor hand wash or light washer loads. Needs assistance with heavy laundry, such as carrying large loads of laundry</p> <p><input type="checkbox"/> <b>Continual Assistance:</b> Due to physical, cognitive or mental limitations, needs continual supervision and assistance to do any laundry</p> <p><input type="checkbox"/> <b>Total Assistance:</b> <u>Unable</u> to do any laundry</p>



Why does applicant require assisted living at this time?

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Applicant's statement of own needs, desires, fears, expectations, etc.

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\_\_\_\_\_  
Applicant Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Application Completed by:

\_\_\_\_\_  
Relationship to Applicant

\_\_\_\_\_  
Date





Resident/Patient Name: \_\_\_\_\_

Is the individual free of communicable disease?  Yes  No If no, describe: \_\_\_\_\_

**Does the individual require supervision and/or assistance by aide with:**

bathing:  No If yes, is it?: intermittent:  constant

grooming:  No If yes, is it?: intermittent:  constant

dressings:  No If yes, is it?: intermittent:  constant

eating:  No If yes, is it?: intermittent:  constant

transferring:  No If yes, is it?: intermittent:  constant

ambulation:  No If yes, is it?: intermittent:  constant

toileting:  No If yes, is it?: intermittent:  constant  \*Such that it requires toileting program 24 hours/7 days per week to maintain continence?

Describe any additional activity restrictions/needs: \_\_\_\_\_

Describe Current Treatment Plan (e.g., nursing, therapies, etc.): \_\_\_\_\_

Is Palliative Care appropriate/recommended?:  Yes  No If yes, describe services: \_\_\_\_\_

Is the individual's condition stable?  Yes  No If no, describe: \_\_\_\_\_

**Cognitive Impairment/Memory Loss (including dementia)**

Does the individual have/show signs of dementia or other cognitive impairment?  Yes  No If yes, describe: \_\_\_\_\_

If yes, do you recommend testing be performed?  Yes  No If yes, describe: \_\_\_\_\_

If testing has already been performed, date/place of testing if known: \_\_\_\_\_

**Mental Health Assessment (non-dementia)**

Does the individual have a history, current condition or recent hospitalization for mental disability?

Yes  No If yes, describe: \_\_\_\_\_

Based on your examination, would you recommend the patient seek a mental health evaluation? (If yes, provide referral?  Yes  No \_\_\_\_\_

Date of Today's Examination \_\_\_\_\_ Recommended frequency of Medical Exams \_\_\_\_\_

I certify that I have accurately described the individual's medical condition, needs, and regimens, including any medication regimens, and that the individual is medically appropriate to be cared for in an Adult Home, Enriched Housing Program or an ALP.

Physician Signature (required) \_\_\_\_\_ Date \_\_\_\_\_

Nurse Practitioner, Physician or Specialist's Assistant Signature \_\_\_\_\_ Date \_\_\_\_\_

# MENTAL HEALTH EXAMINATION

Name of Resident:

\_\_\_\_\_

The above named resident does not evidence need for placement in a residential treatment facility licensed or operated pursuant to article 19, 23, 29, or 31 for the mental health hygiene law.

1. I have examined \_\_\_\_\_ on \_\_\_\_\_

2. The above resident is mentally suited for care in an Enriched Housing Program Yes  No

3. Is this resident a danger to him/herself or others? Yes  No

4. Please list any psychiatric medications prescribed to the above named resident at this time. Please include dosage.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

5. Please list all significant mental health issues or present conditions, including diagnosis, which should be considered by the Enriched Housing Program in order to provide adequate service to the resident.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Physician Stamp Here:

PHYSICIAN'S SIGNATURE	DATE
PHYSICIAN LICENSE #	
PRINT PHYSICIAN NAME	
PHONE NUMBER	
ADDRESS	

Resident Name: \_\_\_\_\_

Apt: \_\_\_\_\_

MD Name: \_\_\_\_\_

MD Signature: \_\_\_\_\_

Date Signed: \_\_\_\_\_

Initial PPD	Booster PPD Test:
Date: _____ Brand: _____	Date: _____ Brand: _____
If Positive, Chest x-ray date: _____ mm.	Date: _____ Read: _____ mm.
Any other evaluation or treatment	Results
Annual PPD Test	Annual PPD Test
Date: _____ Brand: _____	Date: _____ Brand: _____
Date Read: _____ Results: _____ mm.	Date: _____ Read: _____ mm.
If Positive, Chest x-ray date: _____	Results
Annual PPD Test	Annual PPD Test
Date: _____ Brand: _____	Date: _____ Brand: _____
Date Read: _____ Results: _____ mm.	Date: _____ Read: _____ mm.
If Positive, Chest x-ray date: _____	Results
COVID-19 Initial Vaccination	COVID-19 Booster
Date: _____ Brand: _____	Date: _____ Brand: _____
Date Read: _____ Results: _____ mm.	Date: _____ Read: _____ mm.
If Positive, Chest x-ray date: _____	Results
Influenza Vaccine Date:	Influenza Vaccine Date:
Influenza Vaccine Date:	Influenza Vaccine Date:
Pneumovax Date:	Others:
	Date:
	Date:
	Date:
Comments:	



Due to the nature of our facility, we can accept only the following diet orders for residents:

1) REGULAR

No restrictions

2) NO CONCENTRATED SWEETS

Diabetic: We cannot accept a calorie restricted diet such as; 1600 &/or 1800 ADA

3) REDUCED FAT AND CHOLESTEROL

We cannot accept low fat/low cholesterol

4) NO ADDED SALT

We cannot accept a lower sodium restriction such as; 2 or 3 gm sodium

(No RENAL, SOFT, or other restrictive diets)

**Vista on 5th Financial Questionnaire**

Please answer all questions and attach the required documents.

Individual Care Together. A Hand That Supports. A Place That New Yorker's Call Home.  
Operated by Vista on 5th Operating Corp. A 501C3 Tax Exempt Corporation



Name:	Address:
Telephone:	Marital Status: (Circle one): Married – Widowed – Single, never married Legally Separated – Other – Explain
Monthly Income:	Resources – Give Current Month's Balance:
<input type="checkbox"/> Social Security	<input type="checkbox"/> Checking
<input type="checkbox"/> Pension (1):	<input type="checkbox"/> Statement Savings:
<input type="checkbox"/> Pension (2):	<input type="checkbox"/> Passbook Savings:
<input type="checkbox"/> SSI	<input type="checkbox"/> Money Market
<input type="checkbox"/> Annuity:	<input type="checkbox"/> C.D.'s
<input type="checkbox"/> V.A. Pension:	<input type="checkbox"/> Life Insurance:
<input type="checkbox"/> Public Assistance:	<input type="checkbox"/> Annuities, IRAs
<input type="checkbox"/> Other Income:	<input type="checkbox"/> Trusts
	<input type="checkbox"/> Mutual Funds
Health Insurance Premium:	<input type="checkbox"/> Brokerage Accts.
	<input type="checkbox"/> Other:
Contact: _____ Relationship _____ Name: _____ Address: _____ Address Continued: _____ Home Tel: _____ Work Tel: _____ Cell Tell: _____ Email: _____	
Date Completed:	

## MEDICAID REQUIREMENTS

Vista On 5th is licensed by the NYS Department of Health as an Assisted Living Program (ALP). Medicaid reimbursement for residents entering ALP facilities requires Community based long-term care Medicaid or Institutional (Nursing Home) Medicaid.

### Community Based Long –Term Medicaid

To obtain Community Based Long-Term Care through Medicaid the applicant must file an application for (a) Coverage with a long-term care or (b) coverage for all covered care services at the local Human Resources Office (Telephone: 1-877-472-8411; see instruction sheet attached). The Long-Term Care Medicaid application requires documentation of the applicant's finances for the prior 36 month period. Once the applicant has obtained approval of the Community Based Long-Term Care Medicaid the following documents from the Human Resource Office must be submitted with the Vista On 5th application.

1. MAP-2087 – Notice of Decision of your Medicaid Assistance Application
2. MAP – 2060 – Budget Explanation or
3. MAP – 2120B –Notice of Eligibility for Medicaid Assistance & Home Care Services

The following documents must also be submitted with the Vista On 5th application for SSI purposes:

1. Birth Certificate
2. Social Security Card
3. Current Resources Information

Any client that is in a nursing home or has been a resident in a nursing home should already have Institutional Nursing Home Medicaid. The following documents obtained from the nursing home finance office must be submitted with the Vista On 5th application:

1. MAP – 2087 – Notice of Acceptance of Medicaid Assistance Application (Institutional Care/Nursing Home) Approval and Budget Letter
2. MPT – 1124 – Discharge Notice
3. Birth Certificate, Social Security Card, & Current Resources Information will be required for Supplemental Security Income Application

If you require further information please call: Gail Johnson, Patient Accounts Manager  
(212) 534-6464 Ext. 5152

**MEDICAID INFORMATION HELPLINE**

(Available in several languages)

1-877-472-8411

To assist you with the Medicaid Application Process we have provided you with the above Medicaid information phone number. In addition, we have also given you a guide to follow to help your collection of documentation to be submitted with the Medicaid Application at your local Human Resources Administration.

- |                                  |  |
|----------------------------------|--|
| A) Identity                      | State Issued Identification<br>Driver's License<br>U.S. Passport<br>Social Security Card |
| B) Marital Status                | Marriage Certificate<br>Separation Agreement<br>Divorce Decree<br>Death Certificate      |
| C) Residence                     | Landlord Statement<br>Current Rent Statement<br>Mortgage Records                         |
| D) Citizenship                   | Birth Certificate<br>Naturalization Certificate<br>U.S. Passport                         |
| E) Bank Accounts                 | Current Statement & 3 months prior   |
| Checking<br>Savings<br>IRA, etc. |  |
| F) Medical Expenses              | All Receipts   |
| G) Household                     | All Receipts   |
| H) Income                        | SSA Benefits   |



SSD or SSI Benefits  
Pension = Retirement or VA Annuities

- I) Proof of Life Insurance/Burial Assets/Burial Contracts
- J) Proof of Home or Land Ownership
- K) Proof of Health Insurance
- L) Copy of Medicare Card

As a guide to assist with obtaining mandatory documents for Medicaid see the following:

**Document**

Social Security Card  
Social Security Award Letter

State Issued Identification

Driver's License

Birth Certificate  
Death Certificate

Marriage Certificate  
Divorce Decree

U.S. Passport

**Contact Agency**

Social Security Administration  
[www.socialsecurity.gov](http://www.socialsecurity.gov)  
[www.socialsecurity.gov](http://www.socialsecurity.gov)

Department of Motor Vehicles  
[www.dmv.gov](http://www.dmv.gov)

Department of Motor Vehicles  
[www.dmv.gov](http://www.dmv.gov)

Department of Vital Statistics (New York State)  
125 Worth Street  
New York, NY 10013  
New York City:  
[www.nyc.gov/vitalrecords](http://www.nyc.gov/vitalrecords)

Department of Vital Statistics (New York State)  
New York City:  
[www.nyc.gov/vitalrecords](http://www.nyc.gov/vitalrecords)

Department of Homeland Security  
[www.dhs.gov](http://www.dhs.gov)



## **ADMISSIONS CHECKLIST**

All Admission candidates must provide Vista on 5th with the following documents requested below. Please note that the application will not be processed unless all mandatory documents are attached upon receipt.

### **Identification of applicant:**

- Application for Admission, completed in full.
- Verification of Citizenship or permanent legal residence in the U.S.A. including a copy of one of the following: Birth Certificate, Naturalization Certificate, or current U.S. Passport.
- Current New York State ID

### **Financial Information:**

- Verification of Income: Social Security, Pension, SSI, SSP Annuities, Royalties
- Verification of Resources: Bank and Money Market statements, Life Insurance cash value, annuities, CD's
- Insurance Cards: Medicare, Medicaid, Social Security, other health insurance or prescription coverage
- Medicaid Documents: Nursing Home Budget/Approval, other verification of coverage (if applicable)
- Divorce Decree or Death Certificate of Spouse (if applicable)
- Pooled Trust Binder Agreement & Deposit Ledger (if applicable)

**Medical Clearance:**

- Attached Medical Evaluation (DSS-449C) and Mental Health Evaluation signed by a physician, within 30 days of admission
- PPD form signed by a physician, within 30 days of admission
- Current Psychiatry notes (if applicable)

**Please be advised a check covering the first month of rent is due upon admission.**

- Financial Review & Approval: Signature: \_\_\_\_\_ Date: \_\_\_\_\_
- Medicaid # \_\_\_\_\_ DOB \_\_\_\_\_
- Medicare # \_\_\_\_\_
- Private Pay
- SS # \_\_\_\_\_
- Age: \_\_\_\_\_ Financial Questionnaire: \_\_\_\_\_
- Apartment assigned: \_\_\_\_\_
- Date of prescreen: \_\_\_\_\_

### Vista on 5th at a Glance

- Private Studio Apartment and use of all Common Areas
- Restaurant-Style service of three (3) delicious, healthful meals a day
- All utilities (**excluding** phone and cable)
- 24-hour Emergency Response Security System
- Activities Center and
- Social, Educational, Recreational, Religious, and Cultural Programs
- Scheduled Transportation for Activities/Outings
- Maintenance of the Building Outdoor Area
- Library and Music Rooms
- Concierge Services
- Quality Furnishings and Artwork Throughout Common Areas
- Elegant Dining Room
- Private Dining available for Family/Guests
- Media/TV Lounge Room areas
- Trash Removal
- Weekly linen and towel service
- Housekeeping
- Personal attention by designated Care Managers
- Physician on-premises
- Communication with resident's personal physician
- LPN assistance with medication management and other health related assistance
- Scheduling and reminding of medical appointments
- Fireproof Construction with sprinkler system throughout the Residence
- General Resident monitoring
- Exercise programs with Coaching