



# Resident Agreement

WILLOW ESTATES

180 Titus Drive • Penn Laird, VA 22846

This agreement entered into this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ by and between Willow Estates Retirements, hereinafter referred to as the "Home", \_\_\_\_\_ hereinafter referred to as the "Resident".

Whereas, the Home is licensed as a Home for Adults by the Virginia Department of Social Services in accordance with Chapter 9 or Title 63.1 of the code of Virginia to provide maintenance or care to aged, infirmed, or disabled adults, and the Resident if desirous of residing in the Home; now therefore, the parties hereto do mutually agree as follows:

1. The Home has the following services available; fees for specific services are indicated:

- Assistance with activities of daily living (bathing, dressing, eating, etc.)
- Administering prescriptions
- Help with personal hygiene
- Extra transportation (negotiable)
- Phone service locally (long distance charges will be paid by the Resident)
- All laundry, except dry cleaning (ironing done on request)
- Room cleaning
- Special diets as the physician orders
- Personal grooming
- Daily activities and socialization
- Other services available at additional charges

The Resident is required to pay for disposable diapers, disposable bed pads, all medications, or other such necessary "special purchase items". Any personal items, such as shaving cream, perfume, deodorant, etc. shall be furnished by the Resident at the Resident's expense.

- a. Resident / Family Member required to furnish own personal chair / recliner for Bedroom.
  - b. The Home requires families to supply Depends & toiletries for a minimum of 2 Weeks. If Willow has to supply above items, then a monthly statement will be sent seperately for all supplies furnished by our facility.
  - c. If residents / family members choose to allow The Home to do personal laundry, The Home will not be responsible for any lost, stolen or damaged articles.
  - d. Residents / Family are to furnish own televisions & telephones.
2. The Resident agrees to the following financial arrangements for care:
- a. A four-hundred dollar (\$400.00) nonrefundable application fee will be paid at the time the application is approved.
  - b. \$ \_\_\_\_\_ to be paid on the first (1st) day of each month.

- c. A late charge of 5% of the monthly rate will be imposed on payments received after the fifth (5th) day of the month, unless prior arrangements are made.
  - d. One month's notice is required of the Resident's departure. There will be no refund for voluntary departures.
  - e. Notice of a change in the agreed charges will be made one month in advance of the change. Notice of termination of the Agreement must be given at least one full month prior to moving except in the case of death. Failure to make timely payments may result in termination of services.
3. The Home will not be responsible for any properties real or personal, except if given into the keeping of the administration.
4. A monthly statement will be sent for gas if the Facility staff transports residents to and from Physicians Appointments and Personal errands.
5. The Resident agrees to abide by the following requirements:
  - The Home prohibits the use of intoxicating drinks, illegal drugs, smoking and other use of tobacco products in the building.
  - No aggressive or disruptive behavior
  - Low noise levels after 8 p.m.
  - Visiting hours are between 11 a.m. and 8 p.m.
  - No weapons or firearms are allowed on the premises
6. If the Management, Administrator, and Nursing Staff feel that Willow Estates can NO LONGER provide adequate care to a Resident/Client due to their medical or behavioral needs, then a 30-day written notice will be given.
7. Should a written notice be given, Willow Estates WILL NOT BE Responsible to help the Resident/POA find other placement.
8. Married Residents will be permitted to share a room.
9. The Home reserves the right to relocate Residents from one room to another / one wing to another to protect themselves and / or other residents, or to better utilize the existing room.
10. The Home will not administer any kind or type of medication including insulin injections without specific authorization from the Resident's physician.
  - a. If it is determined by the Resident's physician that medication can be self administered, a locked medicating container must be furnished by the Resident.
  - b. The Home reserves the right to require all Residents to adhere to a compliance or packaged medication. The Home uses the services of Williamson's Pharmacy of Harrisonburg, Virginia.
  - c. Over-the-counter medications are not allowed in a Resident's room unless ordered by a physician and kept in a locked medicating container.
11. The Home is not responsible if there are any injuries due to the Resident falling. Accidents will happen on occasion and cannot always be prevented.
12. If a Resident is temporarily hospitalized, in order to secure the room, monthly dues are to continue until the Resident returns to our care.
13. The Home requires sufficient notice before any Resident may be taken from the facility and must be signed out in the office. The person signing the log is responsible for the return and care of the Resident.