

*The State of Washington requires this disclosure be signed and returned to ALO before referrals may be made to housing providers.*

**Assisted Living Options, LLC (ALO)** is owned and operated by **Nancy Watkins**; a Certified Senior Advisor (CSA) ®, with personal and professional experience in providing support services to the elderly. ALO is a leader in helping to locate the best options available to meet a person's transitioning health care needs. All senior housing options are personally inspected by Nancy to meet a level of quality and a client's needs prior to any referral.

- A phone call with Nancy Watkins starts the process and establishes our agency/client relationship. Information on the senior's physical and mental health, preferences and financial information will be discussed confidentially. It is very important that we work openly and honestly together and that all known information be revealed.
- If the family or senior has contacted facilities or other agencies within the past three months it is important to tell me this information. If there are places you want to tour, please let me know prior to contacting those facilities. With so many options, my job is to narrow the search for you and to provide choices that have availability, that will best meet the needs of the senior, and who are in compliance with state requirements.
- ALO will contact prospective facilities and arrange for a convenient time for all of us to tour. Nancy will provide all clients with additional information about considerations for selecting each facility and the names and addresses for the tour including the last date ALO visited the facility.
- The decision regarding facility choice is the resident's, perhaps with input from the family or legal representative. While touring, Nancy will assist by asking questions to determine discerning information to help you make an informed choice. Because ALO is working on behalf of the client and housing provider, to assist with a successful residency, we cannot negotiate rates. ALO will not ask or require that clients sign waivers of liability or waivers of rights. ALO is not the housing provider and therefore is not liable or responsible for any acts or omissions of a provider.
- When a choice is made, the deposit and move-in procedures will be discussed with housing staff. A health assessment with contact names and numbers, medical information, and necessary care must be conducted before moving into a licensed facility. Authorization to obtain or disclose confidential health care information is required. Large facilities have their staff nurse provide this information and the cost is covered by the facility. Adult Family Homes require that you hire a qualified nurse do the required assessment and provide the results to the owner of the adult family home. The cost is usually \$150-\$300 and is paid by the prospective resident. If requested, Nancy will help arrange for this service.
- Follow-up after moving in, during the first month, will be conducted by Nancy Watkins to make certain that the choice for housing was a good one for the resident, family and the facility. Questions and concerns are encouraged at all times.

■ **You will not be charged by ALO or the housing provider for ALO's services.** ALO is compensated by the senior housing community and paid on a percentage basis of the first and second month's fees. ALO is paid on a pro-rata basis if the residency ends within the first 30 days. If you wish, ALO can provide you with information on the final fee received after the move is completed.

Please acknowledge that you have read and received this disclosure of services from Assisted Living Options by signing below.

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Client or Legal Representative

Date

*Assisted Living Options is compliant with Washington State House Bill 1474. Complaints regarding violations of this chapter should be directed to: Attorney General's Office, Consumer Protection Division, 1-800-551-4636.*

*To acknowledge this by email, please send a message to Nancy Watkins at nancy@assistedliving-options.com. A copy of your email message, expressing acknowledgement, will be kept on file with ALO, as required by state law.*

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### **CLIENT AUTHORIZATION FOR RELEASE OF HEALTH INFORMATION**

Assisted Living Options, LLC requests authorization for Nancy Watkins and \_\_\_\_\_, contracted nurse, to review the health records of

\_\_\_\_\_ Information will be used for the purpose of conducting an assessment, care-planning and other related services in selecting housing options in an assisted living, adult family home or memory care community. These records may include a history of health including all diagnosis, medications, treatments and procedures and may contain information regarding the diagnosis or treatment of HIV/AIDS, sexually transmitted diseases, drug and/or alcohol abuse, mental illness or psychiatric treatment.

I give my specific authorization for these records to be released to ALO and also to the prospective health care facilities that are included in a search for assistance and on my behalf so that ALO may locate the best options to meet my health care needs. This information will not be shared with anyone else without my specific authorization.

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Client/Client Representative/Power of Attorney

Date