

# GUIDE TO ADMISSIONS

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Upon your arrival at the Mountain View Community you will be greeted by the Admissions Coordinator who will review nursing home policies and procedures, as well as your rights as a nursing home resident. You and your family member/legal representative will participate in the admission process which includes: the admission agreement, establishing a personal account, financial arrangements, hairstylist authorization, establishing advance directives and/or a living will, as well as declaring a physician responsible for your medical care. This will take approximately one hour.

Following the admission process, the nursing team will meet with you and conduct a general physical assessment. Your physician will have been contacted and will have given any specific orders for your care such as medications, diet, or special therapies.

You should bring your clothing and personal possessions with you on the day you arrive. Having your own belongings with you will help you to feel more comfortable in your new surroundings. Your family/legal representative is invited, as our guest, to join you for lunch on your first day at Mountain View.

In accordance with Federal guidelines, a specific plan of care is established at the time of admission and a care plan meeting will be scheduled within two days after your admission. You and your family member/Legal representative are invited to the care plan meeting. The plan is developed with you by an interdisciplinary team consisting of nursing, activities, physical therapy, social services and dietary.

A representative from each of these departments will visit you during your first few weeks in order to obtain your input for the plan of care. The physical therapist may ask you to do some physical activities in order for an accurate assessment to be made. The social worker will review rules and regulations, your rights as a resident, services that are available, and will answer any questions you may have.

The dietician and/or food service director will ask for your food preferences and will plan how best to meet your nutritional needs. A member of the activity department will orient you to their programs and assist you in pursuing those recreational activities that will be of interest. You can expect to meet with the Administrator and other department heads-they are all interested in serving you and will be in to welcome you to our community.

Your rights with the protection of your private healthcare information:

- ♦ You have the right to be informed as to Mountain View Community's policy and practices for the protection and safeguarding of your individual private healthcare information.
- ♦ You have the right to know with whom your individual private healthcare information will be shared.
- ♦ You have the right to request release of your individual private healthcare information through the completion of the "release of Resident Information Consent" form.
- ♦ You have the right to designate other authorized resident representative (s) who may have access to your individual private healthcare information through the completion of the "Release of Resident Information Consent" form.
- ♦ You have the right to restrict access to your individual private healthcare information through the completion of the "Release of Resident Information Consent" form.
- ♦ You have the right to be informed by Mountain View Community should it be deemed necessary to revoke any consent forms completed by you or by your authorized resident representative (s).