



Pre-admission Checklist

The following is an overview of our reservation and admission process.

- Family meets with Countryside Manor staff and tours our home.
- Family selects a room, completes forms:
 - Application for Reservation
- Room Reservation-Waitlist Agreement and
- Pay the Reservation Fee.
- Countryside Manor staff assesses potential resident in order to determine individual care requirements and needs.
- After assessment, if potential resident's needs can be met at Countryside Manor (CM), CM Manager will sign the Application for Reservation. If resident does not meet CM criteria, the deposit will be refunded and our staff will be happy to make suggestions for alternate arrangements.
- A negative TB or chest x-ray must have been done within the past year or completed before admission. Doctor must complete resident's history and medication orders within 30 days **prior to admission**.
- Manager will schedule time to complete admission paperwork with responsible party prior to resident's physical move in day.
- Move-in date and time is scheduled.
- First full month's rental fee is paid (prorated if applicable). If move-in date is on or after 20th of the month, then prorated month and the next full month's rent is due.