

## Admission Procedure and Process

Thank you for considering Hillcrest as your retirement choice. Our admission procedure is outlined below. Please contact us with any questions you may have regarding this process.

**1. Priority Date Agreement:** A Priority Date Agreement is prepared when the non-refundable processing fee is submitted. The primary advantage of this agreement is for you, as a Registrant, to obtain a priority date. When you are ready to become an *Active Registrant* (the time frame 18-24 months to move in) your name(s) will be added to the Active Registrant List. The Registrant with the earliest priority date will be first in line to choose from available accommodations. The current single person, couple or co-occupant fee is \$500.00

**2. Selection of Residence:**

√ Reservation Agreement. Meet with a Marketing representative to learn about the various types of accommodations and custom features that are available to you. After the residence of your choice has been selected, a \$1,500 refundable deposit is accepted and a Reservation Agreement is signed to secure your selection. You will have sixty (60) days for Residential Living (and 30 days for Assisted Living and Memory Care) to complete the application forms, along with a physical by your physician, sell your home (if applicable) and make plans to move on our campus.

**3. Complete the Application:**

When you are ready to apply to Hillcrest, please review, complete and return the following documents:

- √ Confidential Application for Admission, please include all Financial Statements and most recent federal tax returns.
- √ Physician's Medical Report-to be completed by your physician and returned to Hillcrest
- √ Resident Appraisal – completed by applicant
- √ POLST - Provided to you as a convenience
- √ Resident Information and Preference Form
- √ Biography Form
- √ Long-Term Care Insurance (may be required)
- √ Admissions Policy and Procedure included for your review

A Marketing representative is available to partner with you during the admission process. A Relocation Expert is available to assist you in your transition. Thank you for considering Hillcrest as your new home.

(8/99; 5/01; 6/01; 8/05; 8/06, 10/16, 4/18)