



# Community Village

*An assisted living home for Seniors where God's love makes the difference.*

## Dear New Resident and Family Member,

We are very excited and looking forward to you becoming a part of our family here at Community Village. To make admission day a pleasant experience for all involved please note the following.

**The items below MUST be submitted to our office prior to the day of admission. Please feel free to call the office with any questions (792-5442)**

- \***Application** for residency with page 1 & 2 filled out as thoroughly as possible. Please include all doctors, their addresses, phone numbers, and all current insurance information.
- \***Financial form:** completed and signed
- \***Current chest x-ray report** (less than 90 days)
- \***Physical exam form** (less than 30 days old)
- \* **WRITTEN PRESCRIPTIONS** for all medications resident is taking, (**Community Village can not dispense any medications to residents without the written prescriptions**)
- \***Furniture Notification** \*Let the office know what furniture you will be bringing so our maintenance department can make the necessary changes to the room.

## On the day of admission or before, please bring the following:

- \***Insurance cards**
- \***All medications currently taking in original bottles.**
- \***Personal items including clothing, toiletries, etc.**
- \***Make sure all clothing is labeled with name or initials.**
- \***Rent payment as quoted by finance department.**
- \***POA or Guardianship papers**(we will copy these and make them a part of your file)
- \***Advance Directives** (instructions as to life support)
- \***Copy of Drivers License or MI ID**
- \***Copy of Birth Certificate**



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