



«Image:BarCode»

ATRIA PARK OF LYNBROOK

_____ **(FIRST NAME)** _____ **(LAST NAME)**

APARTMENT _____

ASSISTED LIVING RESIDENCE

RESIDENCY AGREEMENT

APPROVED
Div of Adult Care Facilities and
Assisted Living Surveillance

OCT 18 2019

NYS Department of Health
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Atria Park of Lynbrook
100 Peninsula Blvd
Lynbrook, NY, 11563

TABLE OF CONTENTS

1. HOUSING ACCOMMODATIONS AND SERVICES	6
2. DISCLOSURE STATEMENT	7
3. FEES, BILLING AND RELATED MATTERS	8
4. ADMISSION AND RETENTION CRITERIA	12
5. RULES OF THE COMMUNITY	13
6. RESPONSIBILITIES OF RESIDENT, RESIDENT'S REPRESENTATIVE AND RESIDENT'S LEGAL REPRESENTATIVE; HEALTH CARE PROVIDER NOTIFICATION	13
7. TERMINATION AND DISCHARGE	14
8. TRANSFER	16
9. RESIDENT RIGHTS AND RESPONSIBILITIES	16
10. COMPLAINT RESOLUTION	16
11. MISCELLANEOUS PROVISIONS	16

APPROVED
Div of Adult Care Facilities and
Assisted Living Surveillance

OCT 18 2019

NYS Department of Health
Reviewer's Initials: KK



Atria Park of Lynbrook
100 Peninsula Blvd
Lynbrook, NY, 11563

TABLE OF EXHIBITS

EXHIBIT 1 – FURNISHINGS/APPLIANCES PROVIDED BY OPERATOR	21
EXHIBIT 2 – FURNISHINGS/APPLIANCES PROVIDED BY YOU	22
EXHIBIT 3 – LICENSURE/CERTIFICATION STATUS OF OPERATOR	23
EXHIBIT 4 – DISCLOSURE STATEMENT	24
EXHIBIT 5A – SCHEDULE OF RATES FOR LEVELS OF CARE	27
EXHIBIT 5B – SCHEDULE OF RATES AND SUPPLEMENTAL ADDITIONAL SERVICES, SUPPLIES OR AMENITIES	32
EXHIBIT 6 – TRANSFER OF FUNDS OR PROPERTY TO OPERATOR	33
EXHIBIT 7 – PROPERTY OR ITEMS HELD BY OPERATOR FOR RESIDENT	34
EXHIBIT 8 – HOUSE RULES	35
EXHIBIT 9 – RESIDENT RIGHTS AND RESPONSIBILITIES	40
EXHIBIT 10 – OPERATOR’S PROCEDURE FOR RESIDENT GRIEVANCES AND RECOMMENDATIONS	42
EXHIBIT 11 – DISCHARGE POLICY	43
EXHIBIT 12 – CONSUMER INFORMATION GUIDE	44
ENHANCED ASSISTED LIVING RESIDENCE ADDENDUM	53
SPECIAL NEEDS ASSISTED LIVING RESIDENCE ADDENDUM	57

APPROVED
Div of Adult Care Facilities and
Assisted Living Surveillance

OCT 18 2019

NYS Department of Health
Reviewer's Initials: KK



Atria Park of Lynbrook
100 Peninsula Blvd
Lynbrook, NY, 11563

ASSISTED LIVING RESIDENCE RESIDENCY AGREEMENT SIGNATURE PAGE

Community: _____ ("We" or "Us")

Resident: _____ ("You")

Resident's Representative: _____ ("Resident's Representative")

Legal Representative _____ ("Legal Representative")

Effective Date: _____ ("Effective Date")

Date of Occupancy: _____ ("Date of Occupancy")

Apartment Number: _____

Calculation of Basic Rate:

1.) Housing Accommodations

& Basic Services:

Levels of Care Services:

2.) Personal Care Level:

Monthly Personal Care Fee:

\$ _____

Basic Rate for First Month:*

\$ _____

Monthly Basic Rate for Second Month and thereafter

subject to Adjustments pursuant to

Section 3(f):*

\$ _____

*** PLEASE NOTE THAT A HIGHER RATE IS CHARGED DURING THE FIRST MONTH. THE HIGHER FIRST MONTH'S RATE IS REFUNDABLE DURING THE FIRST MONTH ON A PER DIEM BASIS PURSUANT TO SECTION 3(H) OF THIS AGREEMENT, AND IS NONREFUNDABLE AFTER THE FIRST MONTH. A LISTING OF RATES FOR ALL ROOM TYPES IS PROVIDED TO EACH PROSPECTIVE RESIDENT PRIOR TO SIGNING THIS AGREEMENT.**

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Assisted Living Surveillance

OCT 18 2019

NYS Department of Health
Reviewer's Initials: KK



Atria Park of Lynbrook
100 Peninsula Blvd
Lynbrook, NY, 11563

AGREEMENT AUTHORIZATION

By signing below, you acknowledge that you have read this Residency Agreement, including the pages and the attachments that follow this signature page, understand and agree to abide by the terms and conditions therein and the obligations created by such documents, and acknowledge that you have received a duplicate copy of the Residency Agreement and all attachments referenced in the Residency Agreement.

Community Representative

Date

Title

Signature of Resident

Date

Printed Name of Resident

Signature of Resident's Representative, if any

Date

Printed Name of Resident's Representative, if any

Signature of Legal Representative, if any

Date

Printed Name of Legal Representative, if any

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Div of Adult Care Facilities and
Assisted Living Surveillance

OCT 18 2019

NYS Department of Health
Reviewer's Initials: KK



Atria Park of Lynbrook
100 Peninsula Blvd
Lynbrook, NY, 11563

APPROVED
Div of Adult Care Facilities and
Assisted Living Surveillance

OCT 18 2019

RESIDENCY AGREEMENT

NYS Department of Health
Reviewer's Initials: KR

THIS RESIDENCY AGREEMENT is made and entered into as of the date set forth on the Signature Page between **ATR New York LH, Inc., d/b/a ATRIA PARK OF LYNBROOK** (the "Operator"), _____ (the "Resident", "You", or "you"), the **RESIDENT'S REPRESENTATIVE**, if any, listed on the Signature Page ("Resident's Representative") and **RESIDENT'S LEGAL REPRESENTATIVE**, if any, listed on the Signature Page (the Resident's "Legal Representative").

RECITALS

A. The Operator is licensed by the New York State Department of Health (the "Department of Health") to operate at 100 Peninsula Blvd, Lynbrook, NY, 11563, as an Assisted Living Residence ("ALR") known as Atria Park of Lynbrook (the "Community") and as an Enriched Housing Program. The Operator is also certified to operate at the Community an Enhanced Assisted Living Residence ("EALR") and Special Needs Assisted Living Residence ("SNALR").

B. You have requested to become a resident at the Community and the Operator has accepted your request.

AGREEMENTS

1. **HOUSING ACCOMMODATIONS AND SERVICES.** Beginning on the date set forth on the Signature Page, the Operator shall provide the following housing accommodations and services to you, subject to the other terms, limitations and conditions contained in this Agreement. This Agreement will remain in effect until amended or terminated by the parties in accordance with the provisions of this Agreement.

(a) Housing Accommodations and Services.

- (1) *Apartment Room.* You may occupy and use the apartment identified on the Signature Page (the "Apartment"), subject to the terms of this Agreement.
- (2) *Common Areas.* You will be provided with the opportunity to use the common area and other general purpose rooms at the Community such as lounges, craft rooms, library, private dining rooms and wellness center.
- (3) *Furnishings and Appliances Provided By the Operator.* Attached as Exhibit 1, and made part of this Agreement, is an inventory of furnishings, appliances and other items supplied by the Operator in your Apartment when not supplied by the resident.
- (4) *Furnishings/Appliances Provided by You.* Except for the items listed on Exhibit 1, you will provide all other items that you desire for the Apartment, subject to the limitations or conditions concerning what type of appliances may not be permitted (e.g., due to amperage concerns, etc.) pursuant to Department of Health rules and regulations and/or the House Rules incorporated into this Agreement as Exhibit 8.

(b) **Basic Services.** The following services ("Basic Services") will be provided to you, in accordance with your Individualized Services Plan. During your residency, Operator will provide as part of your Basic Rate:

- (1) Three nutritionally well-balanced meals per day and between-meal snacks and such modified diets that you may need, if ordered by your physician, and included in your



Atria Park of Lynbrook
100 Peninsula Blvd
Lynbrook, NY, 11563

Individualized Services Plan. The modified diets available include No Added Salt and No Concentrated Sweets.

- (2) Programs of planned activities, opportunities for community participation and services designed to meet your physical, social and spiritual needs. A posted monthly schedule of activities in a readily visible common area of the Community;
- (3) Normal regular housekeeping services, and personal laundry service including weekly linen change (pillow, pillowcase, blanket, bed sheets, bedspread) or as often as needed, weekly towel and washcloth changes or as often as needed, and weekly laundering of your personal washable clothing or as often as needed (Operator is not responsible for dry cleaning or lost or damaged clothing or other personal articles unless loss or damage is due to Operator's negligence or intentional acts);
- (4) Appropriate staff on-site to provide supervision services in accordance with law, including monitoring (a response to urgent or emergency needs or requests for assistance on a 24-hour a day, seven days a week basis) as well as the other components of supervision as specified in the law;
- (5) Appropriate staff to provide case management services in accordance with law, including identification and assessment of your needs and interests, information and referral, and coordination with available resources to best address your identified needs and interests.
- (6) Some assistance with bathing, grooming, dressing, toileting (*if applicable*), ambulation (*if applicable*), transferring (*if applicable*), feeding, medication acquisition, storage and disposal, assistance with self-administration of medication;
- (7) Development of an Individualized Service Plan (including ongoing review and revision as necessary)

(c) **Additional Care Services.** Attached as Exhibit 5A, and made part of this Residency Agreement is a listing of additional care services and amenities as well as our charges for those services and amenities. Such exhibit states if services are provided by Operator or another provider. Operator reserves the right to adjust from time to time the types of additional care services and amenities and the charges for those services and amenities during your stay with the Community. Operator will notify you in writing of any change in the supplemental care services or the charges for those supplemental services at least 45 days prior to the effective date of those changes.

(d) **Licensure/Certification Status.** A listing of all providers offering home care or personal care services under an arrangement with the Operator, and a description of the licensure or certification status of each provider is set forth in Exhibit 3 of this Agreement. Such Exhibit will be updated as frequently as necessary.

2. DISCLOSURE STATEMENT. The Operator is disclosing information as required under Public Health Law Section 4658 (3). Such disclosures are contained in Exhibit 4, which is attached and made part of this Agreement

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OCT 18 2019

NYS Department of Health
Reviewer's Initials: KK



Atria Park of Lynbrook
100 Peninsula Blvd
Lynbrook, NY, 11563

3. FEES, BILLING AND RELATED MATTERS.

A. Basic Rate.

As set forth on the signature page, your Basic Rate includes the charge for Housing Accommodations and Basic Services, plus additional care services. The charge for Housing Accommodations and Basic Services can be changed only upon 45-day notice.

With respect to the additional care services, Atria's level of care structure is a "Tiered" fee arrangement, in which the amount of the Basic Rate depends upon the types of services provided. The Tiered Fee within the Basic Rate for each resident will be determined by the level of care the Resident is assigned to based upon his or her needs, the types of services provided, the number of hours of care provided per week for some types of services, and the fees for each "tier" of care, as set forth in detail in Exhibit 5A. The Tiered Fee within the Basic Rate will change immediately upon a change, either upward or downward, in the applicable level of care, upon consultation with the Resident's physician, to the extent necessary. The Basic Rate for the particular care level will include all services set forth in Exhibit 5A, which is attached and made part of this Agreement. Such exhibit also describes who will be providing care to residents, if other than the staff of the Operator. Residents may incur additional charges for supplemental services they elect to access. (See Exhibit 5B).

Resident, Resident's Representative, and Resident's Legal Representative agree that the Resident or _____ will pay, and the Operator agrees to accept, the following payment in full satisfaction of the Housing Accommodations, Basic Services and, if applicable, any charges associated with Additional Care Services described in Exhibit 5A of this Agreement (the "Basic Rate").

The Basic Rate as of the date of this Agreement is (\$ _____ per month)
(\$ _____ per day).

(a) Reassessments and Changes to the Basic Rate

The initial level of care for the Basic Services that the Operator will be providing the Resident has been determined by Operator based on its initial assessment of Resident's needs, in consultation with the Resident's physician. During the first 30 days of the Resident's stay at the Community, Operator will complete a reassessment to verify that it is providing Resident with the level of care appropriate for his or her needs. Thereafter, pursuant to state regulations, a complete reassessment will be performed no less often than every six months or as needed due to a change in condition, however, it is Atria's policy to perform such reassessments quarterly to ensure Residents are receiving the most appropriate care. The resident assessments described in this Agreement, including those conducted at the time of admission and thereafter during a resident's stay, are considered by us in determining and monitoring staffing levels. We consider the assessments and other factors to determine and monitor staffing levels.

(b) Change in Level of Care

If Operator, in consultation with the resident's physician, to the extent necessary, determines that the level of care or services it is providing Resident is not appropriate for his or her needs, Operator will consult with the Resident and implement a change in the level of care or services provided, in accordance with the provisions set forth in subsection (f) below. Operator will also inform Resident's Representative and Resident's Legal Representative, if applicable, of the change and the Basic Rate will be adjusted accordingly.

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Div of Adult Care Facilities and
Assisted Living Surveillance

OCT 18 2019



Atria Park of Lynbrook
100 Peninsula Blvd
Lynbrook, NY, 11563

OCT 18 2019

NYS Department of Health
Reviewer's Initials: KK

(c) Supplemental or Additional Fees.

A supplemental or additional fee is a fee for service, care or amenities that is in addition to those fees included in the Basic Rate ("Supplemental Fee" or "Additional Fee"). A Supplemental Fee must be at Resident's option. In some cases, the law permits the Operator to charge an Additional Fee without the express written approval of the Resident (See Section 3(f)(2-6)). Any charges by the Operator, whether a part of the Basic Rate, Supplemental Fees, or Additional Fees, shall be made only for services and supplies that are actually supplied to the Resident. Exhibit 5B contains the Operator's rate and fee schedules for Additional Fees and Supplemental Fees.

(d) Rate or Fee Schedule.

Set forth in Exhibits 5A and 5B, and made part of this Agreement, is the Operator's rate or fee schedule, covering both the Basic Rate and any additional or supplemental fees, for services, supplies, and amenities provided to you, with a detailed explanation of which services, supplies and amenities are covered by such rates, fees or charges.

(e) Billing and Payment Terms.

- (1) *Supplemental Fees.* If you have requested any of the Supplemental Services, Supplies, or Amenities listed on Exhibit 5B to this Residency Agreement, you agree to pay the fees shown as associated with such services. Operator will bill you monthly in arrears for these services. If you are in default of any term or condition of this Residency Agreement, all charging privileges for Supplemental Services, Supplies, or Amenities may be suspended at the option of the Operator. Upon suspension of charging privileges, the Resident will be required to pay at the time he or she purchases the supply or requests the service.
- (2) *Late Charges.* Payment is due by the 1st of the month and will be delivered to the address or location specifically listed on your billing statement. All fees are due and payable within five days of the due date on the invoice. If you fail to pay our fees when due, Operator will assess you a late charge of one and one-half percent of the outstanding balance that is late for each month or portion of the month that your fees remain unpaid. If your check is not honored for payment, Operator will assess a bank service fee of \$25 in addition to any late fees that are assessed. Notwithstanding the foregoing, the Resident, Resident's Representative, or Resident's Legal Representative, if any, shall have the right to contest that there has been a late payment or that such sums are actually due under this Agreement, and that in the event of such dispute, no late charges shall be imposed unless ordered by a court of competent jurisdiction or unless otherwise agreed to by the parties.
- (3) *Items Not Included in the Basic Daily Rate.* You, the Resident's Representative and Resident's Legal Representative, if applicable, are responsible for:
 - (A) all medical expenses, including third party coverage for medical expenses;
 - (B) medications;
 - (C) all professional services or items of any kind ordered specifically for or by you, your Resident's Representative, and/or your Legal Representative;
 - (D) clothing purchases;
 - (E) clothing repairs;



Atria Park of Lynbrook
100 Peninsula Blvd
Lynbrook, NY, 11563

OCT 18 2019

NYS Department of Health
Reviewer's Initials: KK

- (F) dry cleaning;
 - (G) personal hygiene items;
 - (H) beauty parlor or barber shop services;
 - (I) items purchased from our convenience store;
 - (J) cultural events;
 - (K) non-basic recreational supplies;
 - (L) personal telephone service; and
 - (M) internet service.
- (4) *Fees are charged through Discharge Date.* You will be charged from the Effective Date through the date ("Discharge Date") that is earlier of:
- (A) the date when all of your belongings and personal property are removed from the Apartment and from the Community; or
 - (B) the date you are involuntarily transferred from the Community in accordance with Section 8.

(f) Adjustments to Basic Rate or Additional Care or Supplemental Fees.

- (1) *Right to Written Notice of Rate Increases.* You have the right to written notice of any proposed increase of the Basic Rate or any Additional Fees or Supplemental Fees of not fewer than 45 days prior to the effective date of the rate or fee increase, subject to the exceptions stated in Sections 3(f)(2), 3(f)(3), 3(f)(4), 3(f)(5) and 3(f)(6) below.
- (2) *Changes in Rates due to Change in Level of Care.* If you, your Resident's Representative, or your Legal Representative agree in writing to a specific Rate or Fee increase, through an amendment of this Agreement, due to your need for additional care, services or supplies, the Operator may increase such Rate or Fee upon less than 45 days written notice.
- (3) *Changes in Rates due to Order of your Physician.* If the Operator provides additional care, services or supplies upon the express written order of your primary physician, the Operator may through an amendment of this Agreement increase the Basic Rate or an Additional or Supplementary Fee upon less than 45 days written notice.
- (4) *Changes in Rates due to Tier Placement.* The Operator uses Tiered Billing, as described in Section 3 of this Agreement. If you require additional care or services such that your placement in a higher tier is appropriate, or if your need for care or services decreases such that you are appropriate for a lower tier, the Operator will consult with your physician, to the extent necessary, and may adjust your Tier placement and appropriate Basic Rate may be effective upon less than 45 days written notice.
- (5) *Changes in Rates due to Emergency.* In the event of any emergency which affects you, the Operator may assess additional charges for your benefit as are reasonable



Atria Park of Lynbrook
100 Peninsula Blvd
Lynbrook, NY, 11563

OCT 18 2019

NYS Department of Health

and necessary for services, material, equipment and food supplied during such emergency. Reviewer's Initials: *JK*

(g) Second Party Occupancy. If the Apartment is occupied by two persons and one surrenders the Apartment to the other, the remaining occupant's obligation under this Agreement will continue in full legal force and effect, and the Basic Rate will be adjusted to reflect the single occupancy rate then in effect for the Apartment.

(h) Bed Reservation. The Operator agrees to reserve your Apartment for you in the event of your absence at your then current Basic Rate. Such Apartment will be held for you as long as you pay such Basic Rate. A provision to reserve a residential space does not supersede the requirements for termination as set forth in Section 7 of this Agreement. You may choose to terminate this Agreement rather than reserve such space, but must provide the Operator with at least 30 days' prior notice. If you are absent from your Apartment for medical reasons for more than fourteen (14) consecutive days, you will receive a credit toward your Basic Rate for all charges within your Basic Rate other than Housing Accommodations and Basic Services. This credit will begin on the fifteenth (15th) day of your absence and will end when your medical condition allows you to return to the Community. You will be required to pay the Monthly Basic Rate less the above-described credit until such time as the Agreement is terminated pursuant to Section 7 of this Agreement.

(i) Refund or Return of Resident Monies and Property. Upon termination of this Agreement or at the time of your discharge, but in no case more than three business days after you leave the Community, the Operator must provide you, your Resident's Representative, Legal Representative or any person designated by you with a final written statement of your payment accounts at the Community. The Operator must also return at the time of your discharge, but in no case more than three business days after you leave the Community any of your money or property that comes into the possession of the Operator after your discharge. The Operator must refund on the basis of a per diem proration any advance payment(s) which you have made. If you die, the Operator must turn over your property to the legally authorized representative of your estate. If you die without a will and the whereabouts of your next-of-kin is unknown, the Operator shall contact the Surrogate's Court of the County where the Community is located to determine what should be done with property of your estate.

(j) Transfer of Funds or Property to Operator. If you wish to voluntarily transfer money, property, or things of value to the Operator upon admission or at any time, the Operator must enumerate the items given or promised to be given and attach to this Agreement a listing of the items given to be transferred. Such listing is attached as Exhibit 6 and is made part of this Agreement. Such listing shall include any agreements made by third parties for your benefit.

(k) Property or items of value held in the Operator's custody for you. If, upon admission or any other time, you wish to place property or things of value in the Operator's custody and the Operator agrees to accept the responsibility of such custody, the Operator must enumerate the items so placed and attach to this Agreement a listing of such items. Such listing is attached as Exhibit 7.

(l) Fiduciary Responsibility. If the Operator assumes management responsibility over your funds, the Operator shall maintain such funds in a fiduciary capacity to you. Any interest on money received and held for you by the Operator shall be your property.

(m) Tipping. The Operator must not accept, nor allow Community's staff or agents to accept, any tip or gratuity in any form for any services provided or arranged for as specified by statute, regulation or agreement.

OCT 18 2019



Atria Park of Lynbrook
100 Peninsula Blvd
Lynbrook, NY, 11563

NYS Department of Health
Reviewer's Initials: KK

(n) **Personal Allowance Accounts.** As a private pay facility, the Operator will not offer to hold Personal Allowance Accounts for Residents.

4. ADMISSION AND RETENTION CRITERIA FOR AN ASSISTED LIVING RESIDENCE.

(a) **Admission Limitations.** Under the law which governs Assisted Living Residences (Public Health Law Article 46-b), the Operator shall not admit any Resident if the Operator is not able to meet the care needs of the Resident, within the scope of services authorized under such law, and within the scope of services determined necessary within the Resident's Individualized Services Plan. The Operator shall not admit any Resident in need of 24-hour skilled nursing care.

(b) **Initial Assessment.** The Operator shall conduct an initial pre-admission assessment of a prospective Resident to determine whether or not the individual is appropriate for admission.

(c) **Appropriate Initial Assessment.** The Operator has conducted your pre-admission assessment and has determined that you are appropriate for admission to this Community, and that the Operator is able to meet your care needs within the scope of services authorized under the law and within the scope of services determined necessary for you under your Individualized Services Plan.

(d) **Enhanced Assisted Living Residence Addendum.** If you are being admitted to a duly certified Enhanced Assisted Living Residence (EALR), the additional terms of the "Enhanced Assisted Living Residence Addendum" will apply.

(e) **Special Needs Assisted Living Residence Addendum.** If you are being admitted to a Special Needs Assisted Living Residence, the "Special Needs Assisted Living Residence Addendum" (SNALR) will apply.

(f) **Change in Condition.** If you are residing in an Assisted Living Residence without an EALR certification or without an available EALR bed and your care needs subsequently change in the future to the point that you require either Enhanced Assisted Living Care or 24-hour skilled nursing care, you will no longer be appropriate for residency in this ALR. If this occurs, the Operator will take the appropriate action to terminate this Agreement, pursuant to Section 7 of the Agreement. However, if the Operator also has an approved Enhanced Assisted Living Certificate, has a unit available, and is able and willing to meet your needs in such unit, you may be eligible for residency in such Enhanced Assisted Living unit.

(g) **Enhanced Assisted Living Care.** At Atria Park of Lynbrook, Enhanced Assisted Living Care is provided to residents who desire to continue to age in place in an Assisted Living Residence and who: (1) chronically require the physical assistance of one or more person(s) to walk; (2) chronically require the physical assistance of one or more person(s) to climb or descend stairs; (3) are dependent on medical equipment and require more than intermittent or occasional assistance from medical personnel; (4) have chronic unmanaged urinary or bowel incontinence; (5) need assistance in the use of transfer belts or hoist lifts; (6) need the taking of vital signs for general monitoring purposes and nurses taking vital signs to manage certain medications within parameters; (7) need catheter care (which includes emptying the drainage bag and pericare. Irrigation and/or insertion requires agency assistance); (8) need ostomy care (which includes emptying and cleaning the bag. Stoma care requires agency assistance); (9) need assistance with leg, back or wrist braces; (10) need superficial wound treatment, such as non-stageable wounds, and dressing changes; (11) need diabetic assistance, which will include insulin administration, sliding scale and/or Accu-checks; (12) need assistance with eye drops by nurse; (13) need routine skin care including the application of creams and lotions; and/or (14) need feeding assistance. New residents to the Community may be admitted to the EALR directly if they require any of the aforementioned services.

OCT 18 2019



Atria Park of Lynbrook
100 Peninsula Blvd
Lynbrook, NY, 11563

NYS Department of Health
Reviewer's Initials: KK

5. RULES OF THE COMMUNITY. You, your Resident's Representative, and your Legal Representative will observe and abide by the rules and policies set forth in the House Rules, a copy of which is attached to this Agreement as Exhibit 8. If Operator determines that you are not complying with the House Rules, it will ask you to discontinue the behavior that it believes violates the House Rules. By signing this Agreement, you acknowledge that you have received a copy of the House Rules and agree to abide by its terms.

6. RESPONSIBILITIES OF RESIDENT, RESIDENT'S REPRESENTATIVE, AND RESIDENT'S LEGAL REPRESENTATIVE; HEALTH CARE PROVIDER NOTIFICATION.

(a) Responsibilities of Resident, Resident's Representative and Resident's Legal Representative. You, your Resident's Representative, and your Legal Representative to the extent specified in this Agreement, are responsible for the following:

- (1) Payment of the Basic Rate and any authorized Additional and agreed-to Supplemental Fees as detailed in this Agreement;
- (2) Supply of personal clothing and effects;
- (3) Payment of all medical expenses including transportation for medical purposes, except when payment is available under Medicare, Medicaid, or other third party coverage;
- (4) At the time of admission and at least once every 12 months, or more frequently if a change in condition warrants, providing the Operator with a dated and signed medical evaluation that conforms to regulations of the New York State Department of Health;
- (5) Informing the Operator promptly of change in health status, change in physician, or change in medications;
- (6) Informing the Operator promptly of any change of name, address and/or phone number; and
- (7) Cooperating with the efforts of the Operator in obtaining on your behalf public benefits or other available supplemental public benefits that may be due to you.

(b) The Resident's Representative shall be responsible for the following:

(c) The Resident's Legal Representative shall be responsible for the following:

(d) Health Care Provider Notification. You authorize us to contact your Resident's Representative and, if applicable, your Legal Representative, health care providers, and the other persons designated by you to receive this information listed in your records:



Atria Park of Lynbrook
100 Peninsula Blvd
Lynbrook, NY, 11563

- (1) if we determine it is necessary to advise such designated persons of your situation;
- (2) to arrange for health care services and other assistance needed by you; or
- (3) if you have a life-threatening emergency you authorize us to contact an emergency rescue service in addition to your Resident's Representative, Legal Representative, your physician or other person designated by you. If such persons are unavailable, you authorize us to arrange for the services of other qualified alternate health care providers.

In addition, in the event of your illness or injury, we will notify your physician, Resident's Representative, Legal Representative, or next of kin, if known. During the term of this Agreement, you authorize us, for the purpose of arranging for health care services, to provide your Resident's Representative, Legal Representative, and such other healthcare provider who may reasonably need such information with copies of your records, including advance directives, living will, and the names of persons empowered to make health care decisions.

7. TERMINATION AND DISCHARGE.

(a) **Termination of this Agreement.** This Residency Agreement and your residency in the Community may be terminated in any of the following ways:

- (1) By mutual agreement between you and the Operator;
- (2) Upon 30 days' prior notice from you, your Resident's Representative, or your Legal Representative to the Operator of your intention to terminate the Agreement and leave the Community;
- (3) Upon 30 days' prior written notice from the Operator to you, your Resident's Representative, your Legal Representative, your next of kin, and any person designated by you. Involuntary termination of a Residency Agreement is permitted only for the reasons listed below, and then only if the Operator initiates a court proceeding and the court rules in favor of the Operator:

The grounds upon which an involuntary termination may occur are:

- (A) You require continual medical or nursing care which the Community is not permitted by law or regulation to provide;
- (B) Your behavior poses imminent risk of death or imminent risk of serious physical harm to You or anyone else;
- (C) You fail to make timely payment for all authorized charges, expenses and other assessments, if any, for services including use and occupancy of the premises, materials, equipment and food for which you have agreed to pay under this Agreement, unless your failure to do so resulted from an interruption in your receipt of any public benefit to which you are entitled, in which case, no involuntary termination of this Agreement can take place unless the Operator, during the 30-day period of notice of termination, assists you in obtaining such public benefits or other available supplemental public benefits. You agree that you will cooperate with such efforts by the operator to obtain such benefits;

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Div of Adult Care Facilities and
Assisted Living Surveillance

OCT 18 2019



Atria Park of Lynbrook
100 Peninsula Blvd
Lynbrook, NY, 11563

(D) You repeatedly behave in a manner that directly impairs your well-being, care or safety or that of any other Resident, or which substantially interferes with the orderly operation of the Community;

(E) The Operator has had its operating certificate limited, revoked, temporarily suspended or the Operator has voluntarily surrendered the operation of the Community;

(F) A receiver has been appointed pursuant to Section 461-f of the New York State Social Services Law and is providing for the orderly transfer of all residents in the Community to other residences or is making other provisions for the Residents' continued safety and care.

(b) Notice of Termination. If the Operator decides to terminate the Residency Agreement for any of the reasons stated above, the Operator will give you notice of a termination and discharge, which must be at least 30 days after delivery of notice, the reason for termination, a statement of your right to object and a list of free legal advocacy resources approved by the State Department of Health.

You may object to the Operator about the proposed termination and may be represented by an attorney or advocate. If you challenge the termination, the Operator must institute a special proceeding in court in order to terminate this Agreement. You will not be discharged against your will unless the court rules in favor of the Operator. While legal action is in progress, the Operator must not seek to amend this Agreement in effect as of the date of the notice of termination, fail to provide any of the care and services required by Department of Health's regulations and this Agreement, or engage in any action to intimidate or harass you. Both you and the Operator are free to seek any other judicial relief to which they may be entitled. The Operator must assist you if the Operator proposes to transfer or discharge you to the extent necessary to assure, whenever practicable, your placement in a care setting which is adequate, appropriate and consistent with your wishes.

(c) Removal of Personal Property. You will remove your personal property from the Apartment on or prior to the termination date. If you fail to remove your personal property from the Apartment on or before the termination date, Operator will continue to assess the fee for Housing Accommodations and Basic Services, on a per diem basis, until you your Resident's Representative, or your Legal Representative remove your personal property. If you, your Resident's Representative, or your Legal Representative fail to remove your personal property as of the termination date or within 10 days after your death, we may elect to remove your personal property from the Apartment and place it in storage at your or your estate's expense. If you have no Resident's Representative or Legal Representative, the Operator will help you arrange for the removal of your belongings. If you, your Resident's Representative, or your Legal Representative fail to remove your personal property from storage within 30 days, then Operator may discard the property if such space is needed to accommodate other residents.

(d) Discharge Policy. The Community's discharge policy and criteria are attached to this Agreement as Exhibit 11.

(e) Aging in Place. While the Community will make reasonable efforts to facilitate the resident's ability to age in place pursuant to an individualized service plan, there may be a point reached where the needs of a resident cannot be safely or appropriately met at the Community, requiring the transfer of the resident to a more appropriate facility in accordance with applicable law.

8. TRANSFER.

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Div of Adult Care Facilities and
Assisted Living Surveillance

OCT 18 2019



Atria Park of Lynbrook
100 Peninsula Blvd
Lynbrook, NY, 11563

(a) **Operator's Right to Require your Immediate Transfer.** Notwithstanding the above, the Operator may seek appropriate evaluation and assistance and may arrange for your transfer to an appropriate and safe location, prior to termination of this Agreement and without 30 days' prior notice or court review, for the following reasons:

- (1) You develop a communicable disease, medical or mental condition, or sustain an injury such that continual skilled medical or nursing services are required;
- (2) Your behavior poses an imminent risk of death or serious physical injury to you or others; or
- (3) A Receiver has been appointed under the provisions of New York State Social Services Law and is providing for the orderly transfer of all residents in the Community to other residences or is making other provisions for the Community's residents' continued safety and care.

(b) **Termination after Transfer.** If you are transferred pursuant to Section 8, in order to terminate your Residency Agreement, the Operator must proceed with the termination requirements as set forth in Section 7 of this Agreement, except that the Operator must hand-deliver to you a written notice of termination at the location to which you have been transferred. If such hand-delivery is not possible, then the notice must be given by any of the methods provided by law for personal service upon a natural person. If the basis for the transfer permitted under Section 8(a) above no longer exists, you are otherwise deemed appropriate for placement in the Community and if this Agreement is still in effect, you must be readmitted.

9. **RESIDENT RIGHTS AND RESPONSIBILITIES.** The Statement of Resident Rights and Responsibilities is attached to this Agreement as Exhibit 9, and made part of this Agreement. This Statement will also be posted in a readily visible common area in the Community. The Operator agrees to treat you in accordance with such Statement of Resident Rights and Responsibilities.

10. COMPLAINT RESOLUTION.

(a) **Grievance Procedure.** The Operator's procedures for receiving and responding to resident grievances, anonymous grievances and recommendations for change or improvement in the Community's operations and programs are attached as Exhibit 10 and made part of this Agreement. In addition, such procedures will be posted in a readily visible common area of the Community. The Operator agrees that the Residents of the Community may organize and maintain councils or such other self-governing body as the Residents may choose. The Operator agrees to address any complaints, problems, issues or suggestions reported by the Residents' Organization and to provide a written report to the Residents' organization that addresses the same. Complaint handling is a direct service of the Long Term Care Ombudsman Program. The Long Term Care Ombudsman is available to identify, investigate and resolve your complaints in order to assist in the protection and exercise of your rights.

11. MISCELLANEOUS PROVISIONS.

(a) **Private Duty Personnel.**

- (1) *Freedom of Choice.* Although you have the freedom of choosing your health care providers subject to the limitations set forth in this Section 11(a), please note that our employees are prohibited from working as a private duty nurse or companion while in our employ and for one year after being employed by Operator.

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Div of Adult Care Facilities and
Assisted Living Surveillance

OCT 18 2019



Atria Park of Lynbrook
100 Peninsula Blvd
Lynbrook, NY, 11563

- (2) *Notification of Executive Director.* Once you have employed a private duty nurse or companion you must provide the Executive Director with the name of the private duty nurse/companion, the nurse/companion's employer if any, and a background check reasonably satisfactory to Operator.
- (3) *Financial Responsibility.* You, your Resident's Representative, and your Legal Representative agree to be financially responsible for any charges from private duty personnel. You, your Resident's Representative, and your Legal Representative understand that private duty personnel employed by you are NOT employees of Operator; they are NOT covered by Operator's liability or Worker's Compensation insurance, nor are they entitled to any Operator's benefits.
- (4) *Compliance with Policies.* All private duty personnel hired by you must comply with all of our policies and procedures. If private duty personnel fail to comply, we will deny them access to our premises. Private Duty personnel must sign an acknowledgment of review, understanding and Agreement to comply with our policies and procedures prior to starting their employment with you.
- (5) *Limitation on Engaging Outside Home Care Agencies for Services Included in Your Basic Rate.* You understand that you must receive all basic services required to be provided by the Operator under any applicable laws and regulations and included in your Basic Rate and any needed EALR services offered at the Community directly from the Operator or from an outside home care services agency with which the Operator has contracted to provide services on its behalf that are included in your Basic Rate. If you need skilled services or medical services that are not provided by the Operator, the Operator will assist you in arranging for such services, including from any service providers with whom the Operator does not have an arrangement

(b) **Entire Agreement.** All Exhibits and other documents referenced in this Agreement are incorporated in this Agreement and constitute a part of it. This Agreement and all of the Exhibits and documents referenced in this Agreement constitute the entire agreement between you and Operator regarding your stay in the Community.

(c) **Assignment.** You may not assign or sublet any of your rights under this Agreement.

(d) **Amendments and Modifications.** This Agreement may be amended upon the written agreement of the parties; provided however, that any amendment or provision of this Agreement not consistent with the statute and regulation shall be null and void.

(e) **Waiver.** Subject to applicable laws and regulations, delay or failure on the part of either party to bring any action or enforce any rights as against another party to this Agreement shall not be a waiver of your or the Operator's rights. Waiver by the parties of any provision in this Agreement which is required by statute or regulation shall be null and void.

(f) **Maintenance of Copies of this Agreement.** The parties agree that this Agreement and related documents executed by the parties shall be maintained by the Operator in files of the Community from the date of execution until three years after this Agreement is terminated. The parties further agree that such agreements and related documents shall be made available for inspection by the New York State Department of Health upon request at any time.

APPROVED
Div of Adult Care Facilities and
Assisted Living Surveillance

OCT 18 2019



Atria Park of Lynbrook
100 Peninsula Blvd
Lynbrook, NY, 11563

OCT 18 2019

NYS Department of Health
Reviewer's Initials: KL

(g) **Access.** Although you have a right to your privacy in the Apartment, Operator may enter the Apartment upon reasonable notice and during reasonable hours to clean, inspect, repair, alter or conduct maintenance that we may determine necessary for the reasonable care of the Apartment. You agree to give the Operator access to the Apartment in order to carry out the intent of this Agreement, including performance of personal care and other services provided pursuant to the Resident's personal care plan, response to emergency situations, and entry by authorized personnel in the reasonable belief that the Resident's safety or safety of others is in question. Whenever feasible, Operator will give you reasonable notice before any of its representatives enter the Apartment. For your safety, you will not change or add any locks to any door or window of your Apartment.

(h) **Insurance.** You may purchase at your option insurance for any personal property that you may keep in the Apartment and for any liability insurance for you or your visitors.

(i) **Ownership Rights.** You have no ownership rights to or interest in the Apartment, Operator's personal property, the land, buildings and other improvements constituting the Community. This Agreement is not a lease nor does it confer on you any right of tenancy or ownership.

(j) **Conservator or Guardian.** If you become legally incompetent or are unable to care for yourself or your property properly and have failed to designate a person to serve as your guardian or conservator, you grant Operator the authority to apply on your behalf to a court for the appointment of a conservator or guardian.

(k) **Severability.** If a court holds any provision of this Agreement or the application to any circumstance or person to be invalid or unenforceable, the remainder of this Agreement or the application of such provision to persons or circumstances other than those to which it is held invalid or unenforceable will not be affected.

(l) **Including Defined.** When used in the Agreement, the term "including" shall have the commonly accepted meaning associated with such word and any list of items that may follow such word shall not be deemed to represent a complete list of the contents of the referent of the subject.

(m) **Governing Law.** The provisions of this Agreement shall be governed by and construed in accordance with the laws of the State of New York. Except as otherwise expressly provided herein, this Agreement shall be binding upon and shall inure to the benefit of the parties hereto and their respective successors and assigns to the extent permitted by law.

(n) **Indemnification by You, your Resident's Representative, and your Legal Representative.** You, your Resident's Representative, and your Legal Representative, jointly and severally, agree to indemnify us against, and hold Operator harmless from, any damages, losses, liabilities, obligations, property damage, or other expenses of any type (including court costs and attorneys' fees allowed by a court of competent jurisdiction) resulting from, arising out of, or related to, your, your Resident's Representative's and/or your Legal Representative's negligent acts or omissions, the improper use or care by you, your Resident's Representative, and/or Legal Representative of any of the Community's property or other residents property, or any breach of any provision of this Agreement as found by a court of competent jurisdiction. You, your Resident's Representative, your Legal Representative, if any, agree to indemnification with the understanding that you, your Resident's Representative, and/or your Legal Representative, if any, retain any and all rights under law and equity to contest the imposition of any such costs and fees and to assert any claims they would have against the Operator for damages, losses, liabilities, obligations, property damages, or other expenses of any type (including court costs and attorney fees) as ordered by a court of competent jurisdiction resulting from, arising out of, or related to, the acts or omissions of the Operator or its employees, agents, or contractors.



Atria Park of Lynbrook
100 Peninsula Blvd
Lynbrook, NY, 11563

(o) **Non-Discrimination.** All residents, potential residents, and/or guests shall be treated fairly, equally, and with dignity and reasonable accommodations shall be provided no matter the individual's race, color, national origin, religion, sex, disability, sexual orientation, and/or gender pursuant to the Fair Housing Act, Americans with Disabilities Act, and all other applicable state and federal statutes and regulations. Individuals requiring reasonable accommodations shall speak with the Executive Director.

(p) **Section Headings.** The section or paragraph headings are for convenience only and are not to be construed in any way as part of this Agreement.

(q) **Apartment Substitution.** In limited circumstances, we may need to relocate you from your Apartment identified above ("Original Apartment") to another apartment ("Substitute Apartment"), such as:

- (1) to comply with any applicable law or any order of any court or government agency;
- (2) to renovate any portion of the building; or
- (3) to address an ongoing safety or health issue.

If we must relocate you to another apartment, we will make every reasonable effort to provide you with advance notice and a reasonably comparable apartment. If you agree to relocate to another apartment, no increase will be made to your rate for Housing Accommodations and Basic Services (the "Monthly Rental Rate"), and we will cover the costs associated with your relocation. Should your Original Apartment become available following your relocation, we will offer you the choice of remaining in the Substitute Apartment or returning to your Original Apartment. If upon this choice, you decide to remain in the Substitute Apartment and that Substitute Apartment has a higher or lower Monthly Rental Rate than your Original Apartment, you will be responsible for payment of the new Monthly Rental Rate.

A request by you for an apartment substitution may be granted at our discretion. If you move to an apartment that has a higher or lower Monthly Rental Rate than your Apartment identified above, you will be responsible for payment of the new Monthly Rental Rate. Further, if any apartment substitution is granted at your request, you will be responsible for all costs associated with your relocation.

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Div of Adult Care Facilities and
Assisted Living Surveillance

OCT 18 2019

NYS Department of Health
Reviewer's Initials: KK



Atria Park of Lynbrook
100 Peninsula Blvd
Lynbrook, NY, 11563

(Optional) Personal Guarantee of Payment

This guarantee is optional unless in accordance with 10 NYCRR 1001.8(f)(4)(xvii) the operator has reasonably determined, on a case by case basis, that the prospective resident would lack either the current capacity to manage financial affairs and/or the financial means to assure payment due under the residency agreement.

_____ personally guarantees payment of charges for Your Basic Rate.

_____ personally guarantees payment of charges for the following services, materials or equipment, provided to You, that are not covered by the Basic Rate:

(Date)

Guarantor's Signature

Guarantor's Name (Print)

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Div of Adult Care Facilities and
Assisted Living Surveillance

OCT 18 2019

NYS Department of Health
Reviewer's Initials: KK



Atria Park of Lynbrook
100 Peninsula Blvd
Lynbrook, NY, 11563

EXHIBIT 1

FURNISHINGS/APPLIANCES PROVIDED BY OPERATOR

Bed, Mattress and box spring (in good repair)

Chair

Table

Lamp

Lockable storage facilities for personal articles and medications

Dresser

Closet or Wardrobe

Telephone

In addition, when not supplied by the resident, the Operator will provide: dishes, glasses, utensils, household linens and household supplies and equipment.

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Div of Adult Care Facilities and
Assisted Living Surveillance

OCT 18 2019

NYS Department of Health
Reviewer's Initials: KK



Atria Park of Lynbrook
100 Peninsula Blvd
Lynbrook, NY, 11563

EXHIBIT 2
FURNISHINGS/APPLIANCES PROVIDED BY YOU

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Div of Adult Care Facilities and
Assisted Living Surveillance

OCT 18 2019

NYS Department of Health
Reviewer's Initials: KK



Atria Park of Lynbrook
100 Peninsula Blvd
Lynbrook, NY, 11563

EXHIBIT 3
LICENSURE/CERTIFICATION STATUS OF PROVIDERS

Atria Home Care, a New York State Licensed Home Care Services Agency (LHCSA) provides certain services to Residents under an agreement with the Operator.

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Div of Adult Care Facilities and
Assisted Living Surveillance

OCT 18 2019

NYS Department of Health
Reviewer's Initials: KK



Atria Park of Lynbrook
100 Peninsula Blvd
Lynbrook, NY, 11563

APPROVED
Div of Adult Care Facilities and
Assisted Living Surveillance

OCT 18 2019

NYS Department of Health
Reviewer's Initials: KK

EXHIBIT 4 DISCLOSURE STATEMENT

ATR New York LH, Inc., d/b/a Atria Park of Lynbrook ("The Operator") as operator of Atria Park of Lynbrook ("The Community"), hereby discloses the following, as required by Public Health Law Section 4658 (3).

1. The Commissioner of the New York State Department of Health has prepared an *Assisted Living Residence Consumer Information Guide* that explains the services and protection afforded by an assisted living residence. A copy of this Assisted Living Residence Consumer Disclosure Information Guide is attached as Exhibit 12.
2. The Operator is licensed by the New York State Department of Health to operate 100 Peninsula Road, Lynbrook, NY, 11563 as an Assisted Living Residence as well as an Enriched Housing Program. The Operator is also certified to operate at this location an Enhanced Assisted Living Residence and Special Needs Assisted Living Residence. These additional certifications may permit individuals who may develop conditions or needs that would otherwise make them no longer appropriate for continued residence in a basic Assisted Living Residence to be able to continue to reside in the Community and to receive either Enhanced Assisted Living services or Special Needs Assisted Living services, as long as the other conditions of residency set forth in this Agreement continue to be met.

The Operator is currently approved to provide:

- a. Enhanced Assisted Living services for up to a maximum of 70 persons; and
- b. Special Needs Assisted Living services for up to a maximum of 40 persons.

The Operator will post prominently in the Community, on a monthly basis, the then-current number of vacancies under its Enhanced Assisted Living Services and Special Needs Assisted Living programs.

It is important to note that The Operator is currently approved to accommodate within the Enhanced Assisted Living and/or Special Needs Assisted Living programs only up to the numbers of persons stated above. Please note that the standards for admission to the EALR differs depending on whether you are currently a resident of the Community, or wish to be admitted directly to the EALR from outside the Community. Please see Section 4 of the Residency Agreement for a full description of such standards. If you become appropriate for Enhanced Assisted Living Services or Special Needs Assisted Living Services, and one of those units is available, you will be eligible to be admitted into the Enhanced Assisted Living or Special Needs Assisted Living unit (or program). If however, such units are at capacity and there are no vacancies, the Operator will assist you and your representatives to identify and obtain other appropriate living arrangements in accordance with New York State's regulatory requirements.

If you become eligible for and choose to receive services in the Enhanced Assisted Living Residence or Special Needs Assisted Living Residence program within this Community, it may be necessary for you to change your (room, unit, apartment) within the Residence.

3. The owner of the real property upon which the Community is located is **VTR Lynbrook LLC**, d/b/a Atria Park of Lynbrook. The mailing address of such real property owner is c/o VTR Lynbrook, LLC, 500 North Hurstborne Parkway, Suite 200, Louisville, KY 40222. The following individual is authorized to accept personal service on behalf of such real property owner:



Atria Park of Lynbrook
100 Peninsula Blvd
Lynbrook, NY, 11563

CT Corporation System, 111 Eighth Avenue, New York, New York 10011

4. The Operator of the Community is ATR New York LH, Inc., d/b/a Atria Park of Lynbrook. The mailing address of the Operator is c/o Ventas, 500 North Hurstborne Parkway, Suite 200, Louisville, KY 40222. The following individual is authorized to accept personal service on behalf of the Operator:

CT Corporation System, 111 Eighth Avenue, New York, New York 10011

5. Neither the Community nor its Operator, ATR New York LH, Inc. d/b/a Atria Park of Lynbrook, has any ownership interest in any entity that provides care, material, equipment, or other services to the residents.
6. No entity which provides care, material, equipment or other services to residents of the Community has any ownership interest in the Operator.
7. All residents have the right to receive services from any provider, regardless of whether this Community or its Operator has an arrangement with the provider. All residents have the right to choose his or her health care providers.
8. Residents shall have the right to choose their health care providers, notwithstanding any other agreement to the contrary.
9. Public funds are available to persons who meet certain income limitations, for the payment of residential, supportive or home health services, including but not limited to, availability of Medicare coverage of home health services. However, the Community's charges for services may exceed the assistance available. Consequently, public assistance alone may not be enough to cover the charges associated with remaining a resident at this Community if this Community's charges exceed the amount of public funds available to a resident, and the resident is unable to pay (in full) the balance of the Community's charges, the Community will assist the resident in securing placement at another facility, pursuant to applicable law and regulation.
10. The New York State Department of Health's toll free telephone number for reporting of complaints regarding the services provided by The Assisted Living Operator is 1-866-893-6772.
11. The New York State Long Term Care Ombudsman Program (NYSLTCOP) provides a toll free number 1-800-342-9871 to request an Ombudsman to advocate for the resident. 516-466-9718 is the Local LTCOP telephone number. The NYSLTCOP web site is <https://ltcombudsman.ny.gov/>.

By signing this Consumer Disclosure Statement, you agree and understand the disclosures set forth and acknowledge receipt of all referenced attachments.

Prospective Resident/Resident

Date

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Assisted Living Surveillance

OCT 18 2019

NYS Department of Health
Reviewer's Initials: KL



Atria Park of Lynbrook
100 Peninsula Blvd
Lynbrook, NY, 11563

Resident's Representative

Date

Legal Representative

Date

- ☐ Power of Attorney
- ☐ Healthcare Power of Attorney
- ☐ Legal Guardianship
- ☐ Other Legal Authorization _____

APPROVED
Div of Adult Care Facilities and
Assisted Living Surveillance

OCT 18 2019

NYS Department of Health
Reviewer's Initials: KK



Atria Park of Lynbrook
100 Peninsula Blvd
Lynbrook, NY, 11563

EXHIBIT 5A

SCHEDULE OF RATES FOR LEVELS OF CARE

Atria residents are routinely evaluated to ensure that the appropriate services are being provided.

<i>Individualized Services Plans</i>	<i>Rate</i>
<u>Housing Accommodations & Basic Services (ALR and EALR)</u>	Varies based on apartment selected (e.g., size of apartment)
<u>Studio Apartment</u>	from \$6,250
<u>1 Bedroom</u>	from \$6,950
<u>2 Bedroom</u>	from \$8,150
<u>Personal Care Fee</u>	
Basic Personal Care Level	\$0
Personal Care Level 1	\$585
Personal Care Level 2	\$1,170
Personal Care Level 3	\$1,753
Personal Care Level 4	\$2,340
Personal Care Level 5	\$2,925
Personal Care Level 6	\$3,510
Personal Care Level 7	\$4,095
Personal Care Level 8	\$4,680
Personal Care Level 9	\$5,265
Personal Care Level 10	\$12,000
<u>Life Guidance Housing Accommodations & Basic Services (SNALR)</u>	Varies based on apartment selected (e.g., size of apartment)
<u>Life Guidance Studio Apartment</u>	From \$9,100
<u>Life Guidance Companion Suite</u>	From \$7,700
<u>Life Guidance Personal Care Fees</u>	
Personal Care Level 1	\$0
Personal Care Level 2	\$845
Personal Care Level 3	\$1,625
Personal Care Level 4	\$2,405
Personal Care Level 5	\$3,185

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Div of Adult Care Facilities and
Assisted Living Surveillance

OCT 18 2019

Description of Levels of Care

NYS Department of Health
Reviewer's Initials: KK



Atria Park of Lynbrook
100 Peninsula Blvd
Lynbrook, NY, 11563

APPROVED
Div of Adult Care Facilities and
Assisted Living Surveillance

OCT 18 2019

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NYS Department of Health
Reviewer's Initials: KK

Monthly Basic Rate

Your Monthly Basic Rate includes charges for your Housing Accommodations & Basic Services and your Personal Care Fee.

Housing Accommodations & Basic Services

All residents receive Basic Services in addition to their Housing Accommodations. Basic Services includes reminders (e.g., meals, showers, etc.) monitoring monthly weights, some assistance with recurring ADL tasks that do not require an adjustment to a care plan and/or require a specific task assignment, and development and ongoing review and revision, as necessary, of an Individualized Service Plan, as well as your choice of apartment, all utilities except telephone services and cable TV, emergency call system with 24 hour response, three restaurant style meals each day, stimulating activities and social events, scheduled transportation, access to Atria's wellness program, daily bed making, weekly housekeeping and laundry service, maintenance of the apartment, common areas and grounds, snacks, supervision, and case management.

In addition, the Housing Accommodations and Basic Services fee includes all medication program services, including consultation with the resident's personal Physician, liaison with pharmacy and Pharmacist, ordering/reordering and scheduling delivery, scheduled Nurse Reviews by the Licensed Nurse, assistance with administering medications according to physician's orders, medication recordkeeping, medication passes, and assistance with special medications.

Personal Care Fee

The Personal Care Fee is derived by assigning the Resident to a Level of Care, as determined by the Resident's participation in a comprehensive assessment performed by a representative of the Community, in consultation with the resident's physician, prior to move-in and periodically throughout the resident's stay. If the comprehensive assessment indicates that you require services in excess of our basic personal care level, then you will be placed in one of the additional Levels of Care and you will be required to pay the associated additional fee as Monthly Basic Rate as follows:

Basic Personal Care Level: All the services set forth above as Housing Accommodations & Basic Services.

Personal Care Level 1: Up to 3.5 additional hours of care per week.

Personal Care Level 2: Up to 7 additional hours of care per week.

Personal Care Level 3: Up to 10.5 additional hours of care per week.

Personal Care Level 4: Up to 14 additional hours of care per week.

Personal Care Level 5: Up to 17.5 additional hours of care per week.

Personal Care Level 6: Up to 21 additional hours of care per week.

Personal Care Level 7: Up to 24.5 additional hours of care per week.

Personal Care Level 8: Up to 28 additional hours of care per week.

Personal Care Level 9: Up to and including 31.5 additional hours of care per week.

Personal Care Level 10: Over 31.5 additional hours of care per week.



Atria Park of Lynbrook
100 Peninsula Blvd
Lynbrook, NY, 11563

A resident's personal care fee includes any services provided in the EALR if they require them. EALR services include: (1) assistance with residents who chronically require the physical assistance of up to two persons in order to walk; (2) assistance with residents who chronically require the physical assistance of up to two persons to climb or descend stairs; (3) assistance in the use of transfer belts or hoist lifts; (4) the taking of vital signs for general monitoring purposes and nurses taking vital signs to manage certain medications within parameters; (5) oxygen assistance, which may include administration by a nurse; (6) catheter care (which includes emptying the drainage bag and pericare. Irrigation and/or insertion requires agency assistance); (7) ostomy care (which includes emptying and cleaning the bag. Stoma care requires agency assistance); (8) assistance with chronic unmanaged incontinence; (9) assistance with medical equipment; (10) assistance with leg, back or wrist braces; (11) superficial wound treatment, such as non-stageable wounds, and dressing changes; (12) diabetic assistance, which will include insulin administration, sliding scale and/or Accu-checks; (13) instillation of eye drops by nurse; (14) routine skin care including the application of creams and lotions; and/or (15) feeding assistance.

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Div of Adult Care Facilities and
Assisted Living Surveillance

OCT 18 2019

NYS Department of Health
Reviewer's Initials: KK



Atria Park of Lynbrook
100 Peninsula Blvd
Lynbrook, NY, 11563

APPROVED
Div of Adult Care Facilities and
Assisted Living Surveillance

OCT 18 2019

NYS Department of Health
Reviewer's Initials: KK

LIFE GUIDANCE (SNALR)

Residents living in the Life Guidance neighborhood will reside in a secure, structured dementia program.

Monthly Basic Rate

The Monthly Basic Rate for Life Guidance Residents includes charges for Housing Accommodations & Basic Services and the resident's Personal Care Fee as described below.

Life Guidance Housing Accommodations & Basic Services

The Housing Accommodation and Basic Services fee for Life Guidance Residents includes an apartment in the Life Guidance Unit and the following Basic Services: all reminders (e.g., meals, showers, etc.), monitoring monthly weights, some assistance with recurring ADL tasks that do not require an adjustment to a care plan and/or require a specific task assignment, and development and ongoing review and revision, as necessary, of an Individualized Service Plan, all utilities except telephone services and cable TV, emergency call system with 24 hour response, three restaurant style meals each day, stimulating activities and social events, scheduled transportation, access to Atria's wellness program, daily bed making, weekly housekeeping and laundry service, maintenance of the apartment, common areas and grounds, snacks, supervision, and case management.

In addition, the Life Guidance Housing Accommodations and Basic Services fee includes all medication program services, including consultation with the resident's personal Physician, liaison with pharmacy and Pharmacist, ordering/reordering and scheduling delivery, scheduled Nurse Reviews by the Licensed Nurse, assistance with administering medications according to physician's orders, medication recordkeeping, medication passes, and assistance with special medications.

Personal Care Fee

The Personal Care Fee is determined by the *Life Guidance* Resident's participation in a comprehensive assessment performed by a representative of the Community, in consultation with the resident's physician, prior to move-in and periodically throughout the resident's stay. If the comprehensive assessment indicates that the Resident requires services in excess of our basic personal care level, then the resident will be placed in one of the additional Levels of Care and will be required to pay the associated additional fee as Monthly Basic Rate as follows:

Personal Care Level 1: All the services set forth above as Housing Accommodations & Basic Services and up to 2 additional hours of care per day.

Personal Care Level 2: Up to 4 additional hours of care per day.

Personal Care Level 3: Up to 6 additional hours of care per day.

Personal Care Level 4: Up to 7 additional hours of care per day.

Personal Care Level 5: Up to and including 8 additional hours of care per day.

A Life Guidance Resident's personal care fee includes any services provided in the EALR if they require them. EALR services include: (1) assistance with residents who chronically require the physical assistance of up to two persons in order to walk; (2) assistance with residents who chronically require the physical assistance of up



Atria Park of Lynbrook
100 Peninsula Blvd
Lynbrook, NY, 11563

to two persons to climb or descend stairs; (3) assistance in the use of transfer belts or hoier lifts; (4) the taking of vital signs for general monitoring purposes and nurses taking vital signs to manage certain medications within parameters; (5) oxygen assistance, which may include administration by a nurse; (6) catheter care (which includes emptying the drainage bag and pericare. Irrigation and/or insertion requires agency assistance); (7) ostomy care (which includes emptying and cleaning the bag. Stoma care requires agency assistance); (8) assistance with chronic unmanaged incontinence; (9) assistance with medical equipment; (10) assistance with leg, back or wrist braces; (11) superficial wound treatment, such as non-stageable wounds, and dressing changes; (12) diabetic assistance, which will include insulin administration, sliding scale and/or Accu-checks; (13) instillation of eye drops by nurse; (14) routine skin care including the application of creams and lotions; and/or (15) feeding assistance. New residents to the Life Guidance Unit may be admitted to the EALR directly if they require any of the aforementioned services.

APPROVED
Div of Adult Care Facilities and
Assisted Living Surveillance

OCT 18 2019

NYS Department of Health
Reviewer's Initials: KK



Atria Park of Lynbrook
100 Peninsula Blvd
Lynbrook, NY, 11563

EXHIBIT 5B SCHEDULE OF RATES FOR

SUPPLEMENTAL SERVICES, SUPPLIES, OR AMENITIES*

Supplemental Services, Supplies or Amenities. The following services, supplies, or amenities are available from the operator directly or through arrangements with the Operator for the following additional charges:

Item	Additional Charge	Provided By
<i>Food Service:</i>		
Guest Meals	Grille Meals: \$15 Dining Room Meals: Breakfast: \$10 Lunch: \$15 Dinner: \$20	Atria
Guest Meals for Companions: If you have a paid private companion that lives with you, a Guest Meal Package is available that includes one meal per day.	\$600 per month	Atria
Non-Illness Related Tray Service: A fee will be charged for non-illness related tray service.	\$10 per tray	Atria
Catering and Special Events	Varies	Atria
<i>Wellness:</i>		
Pendant Replacement (Optional)	\$150	Atria
Companion Fee (for live-in help): If you have a paid private companion that lives with you, a "companion fee" will be charged for this individual's use of the Community.	\$1,000 per month	
<i>Housekeeping & Maintenance:</i>		
Carpet Cleaning: Spot Only (beyond normal maintenance)	\$50	Atria
Carpet Cleaning: Additional Shampooing (beyond normal maintenance)	\$75	Atria
Internal Move/Transfer to Another Apartment Fee: If a resident elects to move to another apartment, an internal move fee will be charged. No fee is charged if the move is required.	\$2,000	Atria
Key Replacement	\$10	Atria
Pet Fee	\$500 one time, non-refundable fee	Atria
<i>Utilities:</i>		
Local & Long Distance Telephone Service	Varies per plan chosen	Arranged by Resident with provider(s)
Cable T.V.	Varies per plan chosen	Arranged by Resident with provider
<i>Miscellaneous:</i>		
Guest Suite	\$180 per night	Atria
Salon and Spa	Various prices; see posting in salon	Beautician

* Please note that Atria can provide you with Supplemental Services at fees to be determined at the time the service is requested or we can help you locate someone in the residence to help you. Please note that these prices are subject to change from time to time.

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Div of Adult Care Facilities and
Assisted Living Surveillance

OCT 18 2019



Atria Park of Lynbrook
100 Peninsula Blvd
Lynbrook, NY, 11563

EXHIBIT 6
TRANSFER OF FUNDS OR PROPERTY TO OPERATOR

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Div of Adult Care Facilities and
Assisted Living Surveillance

OCT 18 2019

NYS Department of Health
Reviewer's Initials: KK

EXHIBIT 7
PROPERTY OR ITEMS HELD BY OPERATOR FOR RESIDENT

NEW YORK STATE DEPARTMENT OF HEALTH
Adult Care Facility/Assisted Living

Adult Care Facility Inventory of Resident Property

FACILITY NAME: _____

OPERATING CERTIFICATE NUMBER: _____

			RESIDENT NAME	INVENTORY DATE	DATE RETURNED TO RESIDENT	RESIDENT INITIALS
ITEM	QUANTITY	ESTIMATED \$ VALUE (if known)	DESCRIPTION			
RESIDENT SIGNATURE		DATE	AUTHORIZED FACILITY REPRESENTATIVE SIGNATURE		DATE	
X			X			

DOH-5194 (DSS-3027) (Revised 7/78, 6/14, 10/15, 12/15)

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Div of Adult Care Facilities and
Assisted Living Surveillance

OCT 18 2019

NYS Department of Health
Reviewer's Initials: KK



Atria Park of Lynbrook
100 Peninsula Blvd
Lynbrook, NY, 11563

APPROVED
Div of Adult Care Facilities and
Assisted Living Surveillance

OCT 18 2019

EXHIBIT 8 HOUSE RULES

NYS Department of Health
Reviewer's Initials: KK

Alcohol

Residents may choose to drink alcoholic beverages in their apartments provided that their conduct does not disturb other residents or pose a health and safety risk to themselves or others. Residents must have a physician's note stating that they are allowed to consume alcohol. The Community may, from time to time, offer alcoholic beverages at special functions. To ensure the safety and well-being of our residents and employees, the abuse of alcohol will not be tolerated.

Apartment Alterations/Redecoration

If you wish to redecorate your apartment or to alter it in any way, you must obtain prior approval from your Executive Director, who will obtain the prior written consent of the owner. Any costs associated with the alterations will be at your personal expense and any such alterations must remain should you vacate the apartment. In some instances, you may be responsible for the costs associated with returning the apartment to the original move in condition.

Apartment Keys

Two apartment keys will be issued to you upon move in and must not be duplicated. You may decline the second key upon move-in. Additional keys can be provided for a nominal fee. Upon vacating your apartment, all keys must be returned to the Front Desk once all of your belongings have been removed.

Apartment Transfers

If you wish to transfer from your present apartment to another apartment you will be responsible for notifying the appropriate outside organizations of your move, such as the telephone company, cable company, and post office. Residents who wish to move to another apartment following the initial move-in will incur a transfer fee outlined in the attached (Exhibit 5B) Schedule of Rates and Supplemental Additional Services, Supplies or Amenities. The transfer fee is charged to cover the costs typically associated with your move (e.g., physical move of your personal items, repainting of the apartment, etc.). Please note that apartment transfer fees will not be charged if the apartment transfer is required (e.g., to provide a higher level of care).

Carpet Cleaning

In order to maintain the life of your carpet, we schedule carpet cleanings as appropriate. To prevent staining, spots or spills should be reported to housekeeping at your earliest convenience.

Dress & Attire

Residents and guests are requested to dress appropriately when walking about the building and in the common areas of the Community. If you have any questions about appropriate attire, see your Executive Director.

Electric Appliances, Extension Cords/Multi-Plugs and Chlorine Bleach and Extension Cords

Residents are not permitted to use electric appliances. If a resident needs an extension cord for some reason, they should contact their Executive Director. Multi-plugs attached to receptacles are not permitted. Residents should also not bring in chlorinated bleach products. If you have particular laundry needs please contact your Executive Director. Electric blankets are not permitted.



Atria Park of Lynbrook
100 Peninsula Blvd
Lynbrook, NY, 11563

OCT 18 2019

NYS Department of Health
Reviewer's Initials: KL

Employee Access to Your Apartment

For housekeeping, maintenance and most importantly, for response to emergency situations, select members of Atria management and staff will retain a passkey to allow them access to all apartments. In order to ensure that appropriate personnel have access to your apartment, and to ensure your safety, the installation of additional locks, including bolts and chains, is not permitted. Please be advised that the state licensing agency regulators have the right to enter your apartment should they request to do so during an on-site visit.

Emergency Call System

Your apartment is equipped with an emergency call system, which is functional 24 hours a day, seven days a week. In addition, at the time of admission, each resident will receive a pendant to wear that is part of the emergency call system which may be worn at his/her option. The pendant will be provided at no additional charge. When the call system is activated, a member of our Resident Care team will promptly report to your apartment upon receiving the call for emergency assistance.

The emergency call system should only be used in case of true emergencies and not for routine services such as room tray pick up or escorting to and from meals and activities. If the emergency pendant is lost, you may, at your option, replace it for a charge as set forth in the attached Schedule of Supplemental fees.

Extended Leaves & Vacations

Please notify the Front Desk if you are planning to be away overnight and inform us of your expected date of return, so we know when to expect you. Please also provide us with a telephone number where you can be reached while you are away, in case of emergency.

Firearms & Weapons/Flammables & Explosives

Atria strictly prohibits the use, threat of use, or storage of any firearms or weapons on the premises or in resident Apartments. Explosives and highly flammable materials such as kerosene, gasoline or paint stripper may not be brought into the Community, except under the direct supervision of Management.

Grievances

Atria sees residents and family concerns as an opportunity to improve service to all of our residents. Should you wish to express a grievance at any time during your stay, you are encouraged to submit a complaint in writing to the Executive Director. The Executive Director will conduct an investigation of your grievance and will respond within 21 days of receipt of the grievance.

For the purpose of allowing residents to submit a confidential grievance or suggestion, Atria has placed a confidential locked box in the Library. Confidential grievances or suggestions received in this manner will be responded to by the facility's Executive Director or designee during the next scheduled Resident Council meeting.

At any time, the Resident may also contact the Resident Council, the New York State Department of Health or Long Term Care Ombudsman Program to obtain assistance.

Residents may submit grievances to The New York State Department of Health by calling its toll free hotline at 1-866-893-6772 or writing to The New York State Department of Health offices at the following addresses:



Atria Park of Lynbrook
100 Peninsula Blvd
Lynbrook, NY, 11563

APPROVED
Div of Adult Care Facilities and
Assisted Living Surveillance

OCT 18 2019

NYS Department of Health
Reviewer's Initials: KL

New York State Department of Health – Central Office
New York State Department of Health
875 Central Avenue
Albany, NY 12206

Metropolitan Regional Office
New York State Department of Health
90 Church Street, 15th Floor
New York, NY 10007

Residents may contact the New York State Long Term Care Ombudsman Program (NYSLTCOP) at 1-800-342-9871 to request an Ombudsman to advocate for the Resident. For more information visit the NYSLTCOP website at www.ltombudsman.ny.gov.

Guest Accommodations

Overnight guests are welcome to stay in your Apartment on a short-term basis, provided that you have notified the Executive Director and have obtained prior approval.

Guest Meals

We encourage you to invite family and friends to dine with you and will be happy to accommodate them whenever possible. Guest meals can be paid for in the restaurant by credit card, or if you would prefer, charges can be conveniently added to your monthly bill.

Guest / Visitor Log

Visitors are welcome in the community at any time. We ask that they become accustomed with signing in at the Front Desk upon their arrival and with signing out upon leaving the Community. This Guest Log helps ensure the safety of our residents and keeps management and staff aware of who is in the building in case of an emergency or natural disaster.

Heating & Air Conditioning

In an effort to conserve energy and maximize efficiency, please do not operate the heating and air conditioning unit in your apartment with the windows open.

Laundry Services

At Atria, you have choices when it comes to laundry service. Washers and dryers are available for resident use, or, if desired, we can provide personal laundry service. Personal laundry service provided by Atria includes weekly linen change (pillow, pillowcase, blanket, bed sheets, bedspread) or as often as needed, weekly towel and washcloth changes or as often as needed, and weekly laundering of your personal washable clothing or as often as needed. Please note, Atria is not responsible for dry cleaning or lost or damaged clothing or other personal articles unless loss or damage is due to Atria's negligence or intentional acts.

Noise

Our residents desire a calm, peaceful and leisurely living environment. To ensure that this environment is maintained, we request that all residents monitor the volume of their televisions and radios and maintain an appropriate noise level in common areas.



Atria Park of Lynbrook
100 Peninsula Blvd
Lynbrook, NY, 11563

OCT 18 2019

NYS Department of Health
Reviewer's Initials: KL

Payment of Monthly Rates

Monthly statements for services provided pursuant to the residency agreement will be mailed out between the 20th and 25th of every month. Payment is due by the 1st of the month. A late fee will be assessed if payment is not received by the date set forth in your Residency Agreement. A fee will be charged for any NSF (non-sufficient) checks received. You have the right to contest any charges.

For your convenience, we offer an automatic payment plan, which allows payment of monthly charges to be automatically withdrawn from your bank account. A receipt will be provided for all automatic payments. For further information regarding the automatic payment plan, see your Community Business Director.

Pets

Pets are permitted. Any resident bringing a pet to the community will be asked to prepay the required fee for pets. This fee is charged to cover the cost of any necessary repairs due to damage that may be caused by the pet.

Physician Communication

In order to promote your well-being, functional independence and quality of life, we will work closely with all other service representatives that are directly involved in your care. For this reason, you must provide us with the name, address and telephone number of your local Primary Care Physician upon moving in to Atria so we can contact them when necessary.

Outside Agencies & Private Nurses and Companions

We realize that there will be times when our residents may need or benefit from the skilled services of an outside agency or a private pay nurse or companion. Outside agencies or privately employed nurses or companions, contracted by the resident and/or resident's representative or legal representative, must abide by the rules established by Atria. Please be advised that Atria employees cannot be hired as private duty personnel while in our employment and for one year after being employed by Atria.

Renter's Insurance

We share your concern for your valuable personal property and strongly suggest that you consider renter's insurance to protect you from potential losses.

Resident In & Out Log

For security reasons and to avoid unnecessary worry regarding your location, we ask that you please become accustomed to signing out in the Resident Log Book at the Front Desk when leaving the Community and with signing back in upon your return.

Respect for Others

Residents, their guests and family members, must display respect for others in the Community. Neither verbal, nor physically abusive behavior towards residents, employees, visitors and/or anyone who is present in the Community will be tolerated.

Smoking

Smoking is not permitted within your Apartment and we encourage you to please advise your guests to be respectful of this policy as well. To ensure the safety of our residents and staff, we cannot and will not tolerate deviation from this policy. Atria will allow smoking only in designated exterior areas as permitted by applicable state or local laws, including state licensing requirements.



Atria Park of Lynbrook
100 Peninsula Blvd
Lynbrook, NY, 11563

Solicitors

For your protection and privacy, door-to-door soliciting is not permitted at the Community without prior written consent from the Executive Director. Please notify the Front Desk immediately if you are bothered by solicitors or see them within the Community.

Tipping and Gratuities

This is your home and we welcome the opportunity to serve you. In order to ensure that all residents receive the same high quality service, Atria employees are not permitted to accept tips or gratuities from residents, their guests, family members, legal guardians or anyone working on behalf of a resident. Acceptance of such incentives could cause an employee to lose his or her job, making for an unnecessarily difficult and uncomfortable situation for everyone involved.

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Div of Adult Care Facilities and
Assisted Living Surveillance

OCT 18 2019

NYS Department of Health
Reviewer's Initials: KK



Atria Park of Lynbrook
100 Peninsula Blvd
Lynbrook, NY, 11563

OCT 18 2019

NYS Department of Health
Reviewer's Initials: KK

EXHIBIT 9 RESIDENT RIGHTS AND RESPONSIBILITIES

Resident's rights and responsibilities shall include, but not be limited to the following:

- 1) Every resident's participation in assisted living shall be voluntary, and prospective residents shall be provided with sufficient information regarding the Community to make an informed choice regarding participation and acceptance of services;
- 2) Every resident's civil and religious liberties, including the right to independent personal decisions and knowledge of available choices, shall not be infringed;
- 3) Every resident shall have the right to have private communications and consultation with his or her physician, attorney, and any other person;
- 4) Every resident, resident's representative and resident's legal representative, if any, shall have the right to present grievances on behalf of himself or herself or others, to the residence's staff, administrator or assisted living operator, to governmental officials, to long term care ombudsmen or to any other person without fear of reprisal, and to join with other residents or individuals within or outside of the Community to work for improvements in resident care;
- 5) Every resident shall have the right to manage his or her own financial affairs;
- 6) Every resident shall have the right to have privacy in treatment and in caring for personal needs;
- 7) Every resident shall have the right to confidentiality in the treatment of personal, social, financial and medical records, and security in storing personal possessions;
- 8) Every resident shall have the right to receive courteous, fair and respectful care and treatment and a written statement of the services provided by the residence, including those required to be offered on an as-needed basis;
- 9) Every resident shall have the right to receive or to send personal mail or any other correspondence without interception or interference by the operator or any person affiliated with the operator;
- 10) Every resident shall have the right not to be coerced or required to perform work of staff members or contractual work;
- 11) Every resident shall have the right to have security for any personal possessions if stored by the operator;
- 12) Every resident shall have the right to receive adequate and appropriate assistance with activities of daily living, to be fully informed of their medical condition and proposed treatment, unless medically contraindicated, and to refuse medication, treatment or services after being fully informed of the consequences of such actions, provided that an operator shall not be held liable or penalized for complying with the refusal of such medication, treatment or services by a resident who has been fully informed of the consequences of such refusal;
- 13) Every resident and visitor shall have the responsibility to obey all reasonable regulations of the community and to respect the personal rights and private property of the other residents;
- 14) Every resident shall have the right to include their signed and witnessed version of the events leading to an accident or incident involving such resident in any report of such accident or incident;



Atria Park of Lynbrook
100 Peninsula Blvd
Lynbrook, NY, 11563

15) Every resident shall have the right to receive visits from family members and other adults of the resident's choosing without interference from the assisted living residence;

16) Every resident shall have the right to written notice of any fee increase not less than forty-five days prior to the proposed effective date of the fee increase; provided, however, providing additional services to a resident shall not be considered a fee increase pursuant to this paragraph; and

17) Every resident of any assisted living residence that is also certified to provide enhanced assisted living and/or special needs assisted living shall have a right to be informed by the Operator, by a conspicuous posting in the residence, on at least a monthly basis, of the then-current vacancies available, if any, under the Operator's enhanced and/or special needs assisted living programs.

Waiver of any of these resident rights shall be void. A resident cannot lawfully sign away the above-stated rights and responsibilities through a waiver or any other means.

APPROVED
Div of Adult Care Facilities and
Assisted Living Surveillance

OCT 18 2019

NYS Department of Health
Reviewer's Initials: KK



Atria Park of Lynbrook
100 Peninsula Blvd
Lynbrook, NY, 11563

EXHIBIT 10

OPERATORS PROCEDURE FOR RESIDENT GRIEVANCES AND RECOMMENDATIONS

1. All residents will be informed of the grievance procedure upon admission. If possible, a complaint should be in writing, on a Customer Service/Grievance/Complaint Form and should contain the name, address and phone number of the person filing it and should briefly describe the complaint. Residents also have the right to file an anonymous grievance in the drop box which will be located in a readily visible common area of the Community. The Community will respond to anonymous grievances through the resident council. Verbal grievances may also be made at any time to the Executive Director.
2. Upon receipt of the Customer Service/Grievance/Complaint the Executive Director shall conduct an investigation using a Customer Service/Grievance/Concern Investigation Form.
3. The Executive Director shall respond utilizing the Customer Service/Grievance/Complaint Response Form, within 21 days of receipt of grievance.
4. If the complaint is still unresolved, the complainant may request, in writing, that the Executive Director submit the complaint through the current chain of command. If the complaint remains unresolved, the complainant shall be advised in writing of the right to file the complaint with the appropriate local, state, and federal authorities.

APPROVED
Div of Adult Care Facilities and
Assisted Living Surveillance

OCT 18 2019

NYS Department of Health
Reviewer's Initials: KK



Atria Park of Lynbrook
100 Peninsula Blvd
Lynbrook, NY, 11563

EXHIBIT 11

DISCHARGE POLICY

Notice of Termination. If the Operator decides to terminate your Residency Agreement for any of the reasons permitted in the residency agreement, the Operator will give you notice of a termination and discharge date, which must be at least 30 days after delivery of the notice, and will include the reason for termination, a statement of your right to object and a list of free legal advocacy resources approved by the State Department of Health.

You may object to the Operator about the proposed termination and may be represented by an attorney or advocate. If you challenge the termination, the Operator must institute a special proceeding in court in order to terminate this Agreement. You will not be discharged against your will unless the court rules in favor of the Operator. While legal action is in progress, the Operator must not seek to amend this Agreement in effect as of the date of the notice of termination, fail to provide any of the care and services required by Department of Health's regulations and this Agreement, or engage in any action to intimidate or harass you. Both you and the Operator are free to seek any other judicial relief to which they may be entitled. The Operator must assist you if the Operator proposes to transfer or discharge you to the extent necessary to assure, whenever practicable, your placement in a care setting which is adequate, appropriate and consistent with your wishes.

Residents who have a residency agreement with a Second Party Occupant should refer to Section (3)(A)(g) of the Agreement for the responsibilities of the remaining resident.

Removal of Personal Property. You will remove your personal property from the Apartment on or prior to the termination date. If you fail to remove your personal property from the Apartment on or before the termination date, Operator will continue to assess the fee for Housing Accommodations & Basic Services, on a per diem basis, until you your Resident's Representative, or your Legal Representative remove your personal property. If you, your Resident's Representative, or your Legal Representative fail to remove your personal property as of the termination date or within 10 days after your death, we may elect to remove your personal property from the Apartment and place it in storage at your or your estate's expense. If you have no Resident's Representative or Legal Representative, the Operator will help you arrange for the removal of your belongings. If you, your Resident's Representative, or your Legal Representative fail to remove your personal property from storage within 30 days, then Operator may discard the property if such space is needed to accommodate other residents.

APPROVED
Div of Adult Care Facilities and
Assisted Living Surveillance

OCT 18 2019

NYS Department of Health
Reviewer's Initials: KK



Atria Park of Lynbrook
100 Peninsula Blvd
Lynbrook, NY, 11563

APPROVED
Div of Adult Care Facilities and
Assisted Living Surveillance

OCT 18 2019

NYS Department of Health
Reviewer's Initials: KL

EXHIBIT 12

CONSUMER INFORMATION GUIDE: ASSISTED LIVING RESIDENT

From <https://www.health.ny.gov/publications/1505.pdf>

INTRODUCTION

This consumer information guide will help you decide if an assisted living residence is right for you and, if so, which type of assisted living residence (ALR) may best serve your needs.

There are many different housing, long-term care residential and community based options in New York State that provide assistance with daily living. The ALR is just one of the many residential community-based care options.

The New York State Department of Health's (DOH) website provides information about the different types of long-term care at www.nyhealth.gov/facilities/long_term_care/

More information about senior living choices is available on the New York State Office for the Aging website at www.aging.ny.gov/ResourceGuide/Housing.cfm. A glossary for definitions of terms and acronyms used in this guide is provided in this guide.

WHAT IS AN ASSISTED LIVING RESIDENCE (ALR)?

An Assisted Living Residence is a certified adult home or enriched housing program that has additionally been approved by the DOH for licensure as an ALR. An operator of an ALR is required to provide or arrange for housing, twenty-four hour on-site monitoring, and personal care services and/or home care services in a home-like setting to five or more adult residents.

ALRs must also provide daily meals and snacks, case management services, and is required to develop an individualized service plan (ISP). The law also provides important consumer protections for people who reside in an ALR.

ALRs may offer each resident their own room, a small apartment, or a shared space with a suitable roommate. Residents will share common areas, such as the dining room or living room, with other people who may also require assistance with meals, personal care and/or home care services.

The philosophy of assisted living emphasizes personal dignity, autonomy, independence, privacy, and freedom of choice. Assisted living residences should facilitate independence and helps individuals to live as independently as possible and make decisions about how they want to live.

WHO OPERATES ALRs?

ALRs can be owned and operated by an individual or a for-profit business group or corporation, a not-for-profit organization, or a government agency.



Atria Park of Lynbrook
100 Peninsula Blvd
Lynbrook, NY, 11563

APPROVED
Div of Adult Care Facilities and
Assisted Living Surveillance

OCT 18 2019

NYS Department of Health
Reviewer's Initials: KL

PAYING FOR AN ALR

It is important to ask the ALR what kind of payment it accepts. Many ALRs accept private payment or long term care insurance, and some accept Supplemental Security Income (SSI) as the primary method of payment. Currently, Medicaid and Medicare will NOT pay for residing in an ALR, although they may pay for certain medical services received while in the ALR.

Costs vary among ALRs. Much of the variation is due to the types and level of services provided and the location and structure of the residence itself.

TYPES OF ALRs AND RESIDENT QUALIFICATIONS

There are three types of ALRs: Basic ALRs (ALR), Enhanced ALRs (EALR), and Special Need ALRs (SNALR). The services provided, offered or permitted vary by type and can vary from residence to residence. Prospective residents and their representatives should make sure they understand the type of ALR, and be involved in the ISP process (described below), to ensure that the services to be provided are truly what the individual needs and desires.

Basic ALR: A Basic ALR takes care of residents who are medically stable. Residents need to have an annual physical exam, and may need routine medical visits provided by medical personnel onsite or in the community. Generally, individuals who are appropriately served in a Basic ALR are those who:

- i. Prefer to live in a social and supportive environment with 24-hour supervision;
- ii. Have needs that can be safely met in an ALR;
- iii. May be visually or hearing impaired;
- iv. May require some assistance with toileting, bathing, grooming, dressing or eating;
- v. Can walk or use a wheelchair alone or occasionally with assistance from another person, and can self-transfer;
- vi. Can accept direction from others in time of emergency;
- vii. Do not have a medical condition that requires 24-hour skilled nursing and medical care; or
- viii. Do not pose a danger to themselves or others.

The Basic ALR is designed to meet the individual's social and residential needs, while also encouraging and assisting with activities of daily living (ADLs). However, a licensed ALR may also be certified as an Enhanced Assisted Living Residence (EALR) and/or Special Needs Assisted Living Residence (SNALR) and may provide additional support services as described below.

Enhanced ALR (EALR): Enhanced ALRs are certified to offer an enhanced level of care to serve people who wish to remain in the residence as they have age-related difficulties beyond what a Basic ALR can provide. To enter an EALR, a person can "age in place" in a Basic ALR or enter directly from the community or another setting. If the goal is to "age in place," it is important to ask how many beds are certified as enhanced and how your future needs will be met.

People in an Enhanced ALR may require assistance to get out of a chair, need the assistance of another to walk or use stairs, need assistance with medical equipment, and/or need assistance to manage chronic urinary or bowel incontinence.



Atria Park of Lynbrook
100 Peninsula Blvd
Lynbrook, NY, 11563

An example of a person who may be eligible for the Enhanced ALR level of care is someone with a condition such as severe arthritis who needs help with meals and walking.

The Enhanced ALR must assure that the nursing and medical needs of the resident can be met in the facility. If a resident comes to need 24-hour medical or skilled nursing care, he/she would need to be transferred to a nursing facility or hospital unless all the criteria below are met:

- a) The resident hires 24-hour appropriate nursing and medical care to meet their needs;
- b) The resident's physician and home care services agency decide his/her care can be safely delivered in the Enhanced ALR;
- c) The operator agrees to provide services or arrange for services and is willing to coordinate care; and
- d) The resident agrees with the plan.

Special Needs ALR (SNALR): Some ALRs may also be certified to serve people with special needs, for example Alzheimer's disease or other types of dementia. Special Needs ALRs have submitted plans for specialized services, environmental features, and staffing levels that have been approved by the New York State Department of Health. The services offered by these homes are tailored to the unique needs of the people they serve. Sometimes people with dementia may not need the more specialized services required in a Special Needs ALR, however, if the degree of dementia requires that the person be in a secured environment, or services must be highly specialized to address their needs, they may need the services and environmental features only available in a Special Needs ALR. The individual's physician and/or representative and ALR staff can help the person decide the right level of services.

An example of a person who could be in a Special Needs ALR, is one who develops dementia with associated problems, needs 24-hour supervision, and needs additional help completing his or her activities of daily living. The Special Needs ALR is required to have a specialized plan to address the person's behavioral changes caused by dementia. Some of these changes may present a danger to the person or others in the Special Needs ALR. Often such residents are provided medical, social or neuro-behavioral care. If the symptoms become unmanageable despite modifications to the care plan, a person may need to move to another level of care where his or her needs can be safely met. The ALR's case manager is responsible to assist residents to find the right residential setting to safely meet their needs.

APPROVED
Div of Adult Care Facilities and
Assisted Living Surveillance

OCT 18 2019

NYS Department of Health
Reviewer's Initials: KK



Atria Park of Lynbrook
100 Peninsula Blvd
Lynbrook, NY, 11563

Comparison of Types of ALRs

	ALR	EALR	SNALR
Provides a furnished room, apartment or shared space with common shared areas	X	X	X
Provides assistance with 1-3 meals daily, personal care, home care, housekeeping, maintenance, laundry, social and recreational activities	X	X	X
Periodic medical visits with providers of resident choice are arranged	X	X	X
Medication management assistance	X	X	X
24 hour monitoring by support staff is available on site	X	X	X
Case management services	X	X	X
Individualized Service Plan (ISP) is prepared	X	X	X
Assistance with walking, stair climbing and descending stairs, as needed, is available		X	
Intermittent or occasional assistance from medical personnel from approved community resources is available	X	X	X
Assistance with durable medical equipment (i.e., wheelchairs, hospital beds) is available			X
Nursing care (i.e. vital signs, eye drops, injections, catheter care, colostomy care, wound care, as needed) is provided by an agency or facility staff		X	
Aging in place is available, and, if needed, 24 hour skilled nursing and/or medical care can be privately hired		X	
Specialized program and environmental modifications for individuals with dementia or other special needs			X

APPROVED
Div of Adult Care Facilities and
Assisted Living Surveillance

OCT 18 2019

NYS Department of Health
Reviewer's Initials: KK

Created on 10/16/2019

Page 47 of 59



Atria Park of Lynbrook
100 Peninsula Blvd
Lynbrook, NY, 11563

HOW TO CHOOSE AN ALR

VISITING ALRs: Be sure to visit several ALRs before making a decision to apply for residence. Look around, talk to residents and staff and ask lots of questions. Selecting a home needs to be comfortable.

Ask to examine an "open" or "model" unit and look for features that will support living safely and independently. If certain features are desirable or required, ask building management if they are available or can be installed. Remember charges may be added for any special modifications requested.

It is important to keep in mind what to expect from a residence. It is a good idea to prepare a list of questions before the visit. Also, taking notes and writing down likes or dislikes about each residence is helpful to review before making a decision.

THINGS TO CONSIDER: When thinking about whether a particular ALR or any other type of community-based housing is right, here are some things to think about before making a final choice.

Location: Is the residence close to family and friends?

Licensure/Certification: Find out the type of license/certification a residence has and if that certification will enable the facility to meet current and future needs.

Costs: How much will it cost to live at the residence? What other costs or charges, such as dry cleaning, cable television, etc., might be additional? Will these costs change? **Transportation:** What transportation is available from the residence? What choices are there for people to schedule outings other than to medical appointments or trips by the residence or other group trips? What is within safe walking distance (shopping, park, library, bank, etc.)?

Place of worship: Are there religious services available at the residence? Is the residence near places of worship?

Social organizations: Is the residence near civic or social organizations so that active participation is possible?

Shopping: Are there grocery stores or shopping centers nearby? What other type of shopping is enjoyed?

Activities: What kinds of social activities are available at the residence? Are there planned outings which are of interest? Is participation in activities required?

Other residents: Other ALR residents will be neighbors, is this a significant issue or change from current living arrangement?

Staff: Are staff professional, helpful, knowledgeable and friendly?

Resident Satisfaction: Does the residence have a policy for taking suggestions and making improvements for the residents?

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Atria Park of Lynbrook
100 Peninsula Blvd
Lynbrook, NY, 11563

OCT 18 2019

NYS Department of Health
Reviewer's Initials: LL

Current and future needs: Think about current assistance or services as well as those needed in several years. Is there assistance to get the services needed from other agencies or are the services available on site? If the residence offers fewer Special Needs beds and/or Enhanced Assisted Living beds than the total capacity of the residence, how are these beds made available to current or new residents? Under what conditions require leaving the residence, such as for financial or for health reasons? Will room or apartment changes be required due to health changes? What is the residence's policy if the monthly fee is too high or if the amount and/or type of care needs increase?

Medical services: Will the location of the facility allow continued use of current medical personnel?

Meals: During visit, eat a meal. This will address the quality and type of food available. If, for cultural or medical reasons, a special diet is required, can these types of meals be prepared?

Communication: If English is not the first language and/or there is some difficulty communicating, is there staff available to communicate in the language necessary? If there is difficulty hearing, is there staff to assist in communicating with others?

Guests: Are overnight visits by guests allowed? Does the residence have any rules about these visits? Can a visitor dine and pay for a meal? Is there a separate area for private meals or gatherings to celebrate a special occasion with relatives?

WHO CAN HELP YOU CHOOSE AN ALR? When deciding on which ALR is right, talk to family members and friends. If they make visits to the residences, they may see something different, so ask for feedback.

Physicians may be able to make some recommendations about things that should be included in any residence. A physician who knows about health needs and is aware of any limitations can provide advice on your current and future needs.

Before making any final decisions, talking to a financial advisor and/or attorney may be appropriate. Since there are costs involved, a financial advisor may provide information on how these costs may affect your long term financial outlook. An attorney review of any documents may also be valuable. (e.g., residency agreement, application, etc.)

ADMISSION CRITERIA AND INDIVIDUALIZED SERVICE PLANS (ISP)

An evaluation is required before admission to determine eligibility for an ALR. The admission criteria can vary based on the type of ALR. Applicants will be asked to provide results of a physical exam from within 30 days prior to admission that includes a medical, functional, and mental health assessment (where appropriate or required). This assessment will be reviewed as part of the Individualized Service Plan (ISP) that an ALR must develop for each resident.

The ISP is the "blueprint" for services required by the resident. It describes the services that need to be provided to the resident, and how and by whom those services will be provided. The ISP is developed when the resident is admitted to the ALR, with the input of the resident and his or her representative, physician, and the home health care agency, if appropriate. Because it is based on the medical, nutritional, social and everyday life needs of the individual, the ISP must be reviewed and revised as those needs change, but at least every six months.



Atria Park of Lynbrook
100 Peninsula Blvd
Lynbrook, NY, 11563

APPROVED
Div of Adult Care Facilities and
Assisted Living Surveillance

OCT 18 2019

NYS Department of Health
Reviewer's Initials: KK

APPLYING TO AN ALR

The following are part of entering an ALR:

An Assessment: Medical, Functional and Mental: A current physical examination that includes a medical, functional and mental health evaluation (where appropriate or required) to determine what care is needed. This must be completed by a physician 30 days prior to admission. Check with staff at the residence for the required form.

An application and any other documents that must be signed at admission (get these from the residence). Each residence may have different documents. Review each one of them and get the answers to any questions.

Residency Agreement (contract): All ALR operators are required to complete a residency agreement with each new resident at the time of admission to the ALR. The ALR staff must disclose adequate and accurate information about living in that residence. This agreement determines the specific services that will be provided and the cost. The residency agreement must include the type of living arrangements agreed to (e.g., a private room or apartment); services (e.g., dining, housekeeping); admission requirements and the conditions which would require transfer; all fees and refund policies; rules of the residence, termination and discharge policies; and resident rights and responsibilities.

An Assisted Living Model Residency Admission Agreement is available on the New York State Health Department's website at:

http://www.nyhealth.gov/facilities/assisted_living/docs/model_residency_agreement.pdf.

Review the residency agreement very carefully. There may be differences in each ALR's residency agreement, but they have to be approved by the Department. Write down any questions or concerns and discuss with the administrator of the ALR. Contact the Department of Health with questions about the residency agreement. (See number under information and complaints)

Disclosure Statement: This statement includes information that must be made known to an individual before signing the residency agreement. This information should include: licensure, ownership, availability of health care providers, availability of public funds, the State Health Department toll-free number for reporting complaints, and a statement regarding the availability and telephone numbers of the state and local long-term care ombudsman services. The disclosure statement should be reviewed carefully.

Financial Information: Ask what types of financial documents are needed (bank statements, long term care insurance policies, etc.). Decide how much financing is needed in order to qualify to live in the ALR. Does the residence require a deposit or fee before moving in? Is the fee refundable, and, if so, what are the conditions for the refund?

Before Signing Anything: Review all agreements before signing anything. A legal review of the documents may provide greater understanding. Understand any long term care insurance benefits. Consider a health care proxy or other advance directive, making decision about executing a will or granting power of attorney to a significant other may be appropriate at this time.

Resident Rights, Protection, and Responsibilities: New York State law and regulations guarantee ALR residents' rights and protections and define their responsibilities. Each ALR operator must adopt a statement of



Atria Park of Lynbrook
100 Peninsula Blvd
Lynbrook, NY, 11563

OCT 18 2019

NYS Department of Health
Reviewer's Initials: JK

rights and responsibilities for residents, and treat each resident according to the principles in the statement. For a list of ALR resident rights and responsibilities visit the Department's website at http://www.nyhealth.gov/facilities/assisted_living/docs/resident_rights.pdf. For a copy of an individual ALR's statement of rights and responsibilities, ask the ALR.

LICENSING AND OVERSIGHT

ALRs and other adult care facilities are licensed and inspected every 12 to 18 months by the New York State Department of Health. An ALR is required to follow rules and regulations and to renew its license every two years. For a list of licensed ALRs in NYS, visit the Department of Health's website at www.nyhealth.gov/facilities/assisted_living/licensed_programs_residences.htm.

INFORMATION AND COMPLAINTS

For more information about assisted living residences or to report concerns or problems with a residence which cannot be resolved internally, call the New York State Department of Health or the New York State Long Term Care Ombudsman Program. The New York State Department of Health's Division of Assisted Living can be reached at (518) 408-1133 or toll free at 1-866-893-6772. The New York State Long Term Care Ombudsman Program can be reached at 1-800-342-9871.

Glossary of Terms Related to this Guide

Activities of Daily Living (ADL): Physical functions that a person performs every day that usually include dressing, eating, bathing, toileting, and transferring.

Adult Care Facility (ACF): Provides temporary or long-term, non-medical, residential care services to adults who are to a certain extent unable to live independently. There are five types of adult care facilities: adult homes, enriched housing programs, residences for adults, family-type homes and shelters for adults. Of these, adult homes, enriched housing programs, and residences for adults are overseen by the Department of Health. Adult homes, enriched housing programs, and residences for adults provide long-term residential care, room, board, housekeeping, personal care and supervision. Enriched housing is different because each resident room is an apartment setting, i.e. kitchen, larger living space, etc. Residences for adults provide the same services as adult homes and enriched housing except for required personal care services.

Adult Day Program: Programs designed to promote socialization for people with no significant medical needs who may benefit from companionship and supervision. Some programs provide specially designed recreational and therapeutic activities, which encourage and improve daily living skills and cognitive abilities, reduce stress, and promote capabilities.

Adult Day Health Care: Medically-supervised services for people with physical or mental health impairment (examples: children, people with dementia, or AIDS patients). Services include: nursing, transportation, leisure activities, physical therapy, speech pathology, nutrition assessment, occupational therapy, medical social services, psychosocial assessment, rehabilitation and socialization, nursing evaluation and treatment, coordination of referrals for outpatient health, and dental services.

Aging in Place: Accommodating a resident's changing needs and preferences to allow the resident to remain in the residence as long as possible.



Atria Park of Lynbrook
100 Peninsula Blvd
Lynbrook, NY, 11563

OCT 18 2019

NYS Department of Health
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Assisted Living Program (ALP): Available in some adult homes and enriched housing programs. It combines residential and home care services. It is designed as an alternative to nursing home placement for some people. The operator of the assisted living program is responsible for providing or arranging for resident services that must include room, board, housekeeping, supervision, personal care, case management and home health services. This is a Medicaid funded service for personal care services.

Disclosure Statement: Information made known to an individual before signing the residency agreement. This information should include: licensure, ownership, availability of health care providers, availability of public funds, the State Health Department toll-free number for reporting complaints, and a statement regarding the availability and telephone numbers of the state and local long-term care ombudsman services.

Health Care Facility: All hospitals and nursing homes licensed by the New York State Department of Health.

Health Care Proxy: Appointing a health care agent to make health care decisions for you and to make sure your wishes are followed if you lose the ability to make these decisions yourself.

Home Care: Health or medically related services provided by a home care services agency to people in their homes, including adult homes, enriched housing, and ALRs. Home care can meet many needs, from help with household chores and personal care like dressing, shopping, eating and bathing, to nursing care and physical, occupational, or speech therapy.

Instrumental Activities of Daily Living (IADLs): Functions that involve managing one's affairs and performing tasks of everyday living, such as preparing meals, taking medications, walking outside, using a telephone, managing money, shopping and housekeeping.

Long Term Care Ombudsman Program: A statewide program administered by the New York State Office for the Aging. It has local coordinators and certified ombudsmen who help resolve problems of residents in adult care facilities, assisted living residences, and skilled nursing facilities. In many cases, a New York State certified ombudsman is assigned to visit a facility on a weekly basis.

Monitoring: Observing for changes in physical, social, or psychological well-being.

Personal Care: Services to assist with personal hygiene, dressing, feeding, and household tasks essential to a person's daily living.

Rehabilitation Center: A facility that provides occupational, physical, audiology, and speech therapies to restore physical function as much as possible and/or help people adjust or compensate for loss of function.

Supplemental Security Income (SSI): A federal income supplement program funded by general tax revenues (not Social Security taxes). It is designed to help aged, blind, and disabled people, who have little or no income; and it provides cash to meet basic needs for food, clothing and shelter. Some, but not all, ALRs may accept SSI as payment for food and shelter services.

Supervision: Knowing the general whereabouts of each resident, monitoring residents to identify changes in behavior or appearance and guidance to help residents to perform basic activities of daily living.



Atria Park of Lynbrook
100 Peninsula Blvd
Lynbrook, NY, 11563

**ENHANCED ASSISTED LIVING RESIDENCE
ADDENDUM TO
RESIDENCY AGREEMENT**

APPROVED BY	
DIVISION OF ADULT CARE FACILITY & ASSISTED LIVING SURVEILLANCE	
NYSDOH REGIONAL OFFICE	
INITIALS <u>[Signature]</u>	DATE <u>10/17/19</u>

This is an addendum to a Residency Agreement made between Atria Park of Lynbrook
(the "Operator"), _____, (the
"Resident or You"), _____
(the "Resident's Representative"), and _____
(the "Resident's Legal Representative"). Such Residency Agreement is dated _____.

This addendum adds new sections and amends, if any, only the sections specified in this addendum. All other provisions of the Residency Agreement shall remain in effect, unless otherwise amended in accordance with this Agreement. This Addendum must be attached to the Residency Agreement between the parties.

I. Enhanced Assisted Living Certificates

The Operator is currently certified by the New York State Department of Health to provide Enhanced Assisted Living at Atria Park of Lynbrook located at 100 Peninsula Blvd, Lynbrook, NY, 11563.

II. Physician Report

You have submitted to the Operator a written report from your physician, which report states that:

- a. Your physician has physically examined you within the last month prior to your admission into this Enhanced Assisted Living Residence; and
- b. You are not in need of 24-hour skilled nursing care or medical care which would require placement in a hospital or nursing home.

III. Request for and Acceptance of Admission

You have requested to become a Resident at this Enhanced Assisted Living Residence, (the "Community") and the Operator has accepted your request.



Atria Park of Lynbrook
100 Peninsula Blvd
Lynbrook, NY, 11563

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NYSDOH REGIONAL OFFICE	
INITIALS <i>(Signature)</i>	DATE <i>10/17/19</i>

IV. Specialized Programs, Staff Qualifications and Environmental Modifications

- a. Either new residents to the Community or those currently living in the Community may live at Atria Park of Lynbrook if they require the following services: (1) chronically require the physical assistance of up to two persons in order to walk; (2) chronically require the physical assistance of up to two persons to climb or descend stairs; (3) assistance in the use of transfer belts or hoist lifts; (4) the taking of vital signs for general monitoring purposes and nurses taking vital signs to manage certain medications within parameters; (5) oxygen assistance, which may include administration by a nurse; (6) catheter care (which includes emptying the drainage bag and pericare. Irrigation and/or insertion requires agency assistance); (7) ostomy care (which includes emptying and cleaning the bag. Stoma care requires agency assistance); (8) assistance with chronic unmanaged incontinence; (9) assistance with medical equipment; (10) assistance with leg, back or wrist braces; (11) superficial wound treatment, such as non-stageable wounds, and dressing changes; (12) diabetic assistance, which will include insulin administration, sliding scale and/or Accu-checks; (13) instillation of eye drops by nurse; (14) routine skin care including the application of creams and lotions; and/or (15) feeding assistance.
- b. The charges for additional nursing services delivered by the Operator's employees through the EALR is outlined in this Agreement. If the Operator's employees cannot deliver the services, and the Resident Services Director determines that the services can be safely and appropriately delivered at the Community by an outside agency, the Resident would be required to hire a home care agency to deliver the services in order to remain at the Community. The cost of services delivered by a privately hired home care agency will be the sole responsibility of the Resident, and is set by the agency. If it is determined that neither the Operator's employee or a home care agency can deliver the required services, or the Resident elects not to hire such staff, the Community will assist the Resident in moving to a new facility that can accommodate the Resident's needs.
- c. Staffing levels will be maintained in compliance with all applicable laws and regulations. At full capacity, there will be no less than six personal care aides to provide supervision and meet the needs of residents at all times, but during the first shift there are eight full time care staff plus a number of administrative and managerial staff to serve our residents. A full time RN is on site



Atria Park of Lynbrook
100 Peninsula Blvd
Lynbrook, NY, 11563

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INITIALS <u>Y</u>	DATE <u>10/17/19</u>

to assess the needs of residents and deliver simple nursing services as described above. There are more than 125 staff hours committed to planning and conducting meaningful activities to keep residents active in the Community. Some services, including personal care services and feeding assistance, will be provided on behalf of the Operator by Atria Home Care, a licensed home care service agency.

- d. Each one of our personal care aides, home health aides, and nurses receive comprehensive training on effectively and respectfully meeting the needs of persons retained in the Enhanced Assisted Living Residence. The training includes methods on assisting with mobility impairments and, for our licensed staff, delivering simple nursing services.
- e. Enhanced Assisted Living Residents reside throughout the Community. The entire Community is equipped with a sprinkler system throughout, emergency call bells in all resident rooms and bathrooms, smoke corridors, and supervised smoke detection systems for resident safety.

V. Aging in Place

The Operator has notified you that, while the Operator will make reasonable efforts to facilitate your ability to age in place according to your Individualized Service Plan, there may be a point reached where your needs cannot be safely or appropriately met at the Community: If this occurs, the Operator will communicate with you regarding the need to relocate to a more appropriate setting, in accordance with law.

VI. If 24-Hour Skilled Nursing or Medical Care is Needed

If you reach the point where you are in need of 24-hour skilled nursing care or medical care that is required to be provided by a hospital, nursing home or a facility licensed under the Mental Hygiene Law, the Operator will initiate proceedings for the termination of this Agreement and to discharge you from residency, UNLESS each of the following conditions are met:

- a. You hire appropriate nursing, medical or hospice staff to care for your increased needs; AND
- b. Your physician and a home care services agency both determine and document that with the provision of such additional nursing, medical or hospice care, you can be safely cared for in the Community, and would not require placement in a hospital, nursing home or other facility licensed under Public Health



Atria Park of Lynbrook
100 Peninsula Blvd
Lynbrook, NY, 11563

- Law Article 28 or Mental Hygiene Law Articles 19, 31, or 32; AND
- c. The Operator agrees to retain you as Resident and to coordinate the care provided by the operator and the additional nursing, medical or hospice staff; AND
 - d. You are otherwise eligible to reside at the Community.

VII. Addendum Agreement Authorization

We, the undersigned, have read this Addendum Agreement, have received a duplicate copy thereof, and agree to abide by the terms and conditions therein.

Dated: _____

(Signature of Resident)

Dated: _____

(Signature of Resident's Representative)

Dated: _____

(Signature of Resident's Legal Representative)

Dated: _____

(Signature of Operator or Operator's Representative)

APPROVED BY	
DIVISION OF ADULT CARE FACILITY & ASSISTED LIVING SURVEILLANCE	
NYS DOH REGIONAL OFFICE	
INITIALS <u>(g)</u>	DATE <u>10/17/19</u>



Atria Park of Lynbrook
100 Peninsula Blvd
Lynbrook, NY, 11563

**SPECIAL NEEDS ASSISTED LIVING RESIDENCE
ADDENDUM TO
RESIDENCY AGREEMENT**

APPROVED BY	
DIVISION OF ADULT CARE FACILITY & ASSISTED LIVING SURVEILLANCE	
NYSDOH REGIONAL OFFICE	
INITIALS <u>g</u>	DATE <u>10 / 17 / 12</u>

This is an addendum to a Residency Agreement made between Atria Park of Lynbrook (the "Operator"),
_____, (the
"Resident" or "You"), _____ (the "Resident's Representative"),
_____, (the "Resident's Legal Representative"). Such Residency
Agreement is dated _____.

This addendum adds new sections and amends, if any, only the sections specified in this addendum. All other provisions of the Residency Agreement shall remain in effect, unless otherwise amended in accordance with this Agreement. This addendum must be attached to the Residency Agreement between the parties.

I. Special Needs Assisted Living Certification.

The Operator is currently certified by the New York State Department of Health to provide Special Needs Assisted Living at Atria Park of Lynbrook located at 100 Peninsula Blvd, Lynbrook, NY, 11563.

II. Request for and Acceptance of Admission

You, your Resident's Representative, and/or your Legal Representative have requested that you become a Resident at this Special Needs Assisted Living Residence (the "Residence") and the Operator has accepted such request.

III. Specialized Programs, Staff Qualifications and Environmental Modifications

- a. Specialized services to be provided in the Special Needs Residence include special daily activities to challenge dementia residents. The program is supervised by a RN and a Life Guidance Program Director.
- b. Services in the Special Needs Assisted Living Residence will also include all personal care and medication management services consistent with Exhibit 5A to the Residency Agreement. Residents



Atria Park of Lynbrook
100 Peninsula Blvd
Lynbrook, NY, 11563

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INITIALS <i>[Signature]</i>	DATE <i>10/17/19</i>

- will be encouraged to comply with their individual services plans and medication regimes through positive approaches and increased cuing and monitoring.
- c. The Special Needs Assisted Living Residents have access to a 24/7 on call RN. Nurses and Home Health Aides are on site daily to assess resident needs. The SNALR will be staffed with at least two staff dedicated to serve only the (up to 24) residents at all times. Additionally, all Community staff are available to attend to the needs of SNALR residents.
 - d. Each one of our personal care aides, home health aides, and nurses receive comprehensive training on effectively and respectfully meeting the special needs of persons with dementia. The training includes methods on successfully cuing residents to independently perform personal care tasks, coordinating care with the resident's family and wandering prevention.
 - e. The Special Needs Assisted Living Residence is organized as a secured unit that is equipped with delayed egress doors to prevent wandering. Window openings are limited to prevent accidents and elopement. The entire Community is equipped with a sprinkler system throughout, emergency call bells in all resident rooms and bathrooms, smoke corridors, and supervised smoke detection systems for resident safety. Secured outdoor recreational areas are also available for SNALR residents to safely enjoy the outdoors. The SNALR has its own dining room to allow for staff to accommodate resident's needs and variations in dining schedules.
 - f. A Special Needs resident may require services in the EALR, which can be provided as outlined in this Agreement.

IV. Addendum Agreement Authorization.

We, the undersigned, have read this Addendum Agreement, have received a duplicate copy thereof, and agree to abide by the terms and conditions therein.

Dated: _____

(Signature of Resident)

Dated: _____

(Signature of Resident's Representative)

Dated: _____

(Signature of Resident's Legal Representative)



Atria Park of Lynbrook
100 Peninsula Blvd
Lynbrook, NY, 11563

Dated: _____

(Signature of Operator or Operator's Representative)

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