



Adult Family Home Disclosure of Services Required by RCW 70.128.280

HOME / PROVIDER Joy Polk	LICENSE NUMBER A141503
------------------------------------	----------------------------------

NOTE: The term “the home” refers to the adult family home / provider listed above.

The scope of care, services, and activities listed on this form may not reflect all required care and services the home must provide. The home may not be able to provide services beyond those disclosed on this form, unless the needs can be met through “reasonable accommodations.” The home may also need to reduce the level of care they are able to provide based on the needs of the residents already in the home. For more information on reasonable accommodations and the regulations for adult family homes, see [Chapter 388-76](#) of Washington Administrative Code.

Table of Contents

- [About the Home](#)
- [Personal Care](#)
- [Medication Services](#)
- [Skilled Nursing Services and Nursing Delegation](#)
- [Specialty Care Designations](#)
- [Staffing](#)
- [Cultural or Language Access](#)
- [Medicaid](#)
- [Activities](#)

About the Home	
1. PROVIDERS STATEMENT (OPTIONAL) The optional provider’s statement is free text description of the mission, values, and/or other distinct attributes of the home. We support quality living in a loving home environment.	
2. INITIAL LICENSING DATE 10/01/1998	3. OTHER ADDRESS OR ADDRESSES WHERE PROVIDER HAS BEEN LICENSED: None
4. SAME ADDRESS PREVIOUSLY LICENSED AS:	
5. OWNERSHIP <input checked="" type="checkbox"/> Sole proprietor <input type="checkbox"/> Limited Liability Company <input type="checkbox"/> Co-owned by: <input type="checkbox"/> Other:	

Personal Care

“Personal care services” means both physical assistance and/or prompting and supervising the performance of direct personal care tasks as determined by the resident’s needs, and does not include assistance with tasks performed by a licensed health professional. (WAC 388-76-10000)

1. EATING

If needed, the home may provide assistance with eating as follows:

We will provide assistance from preparing foods and serving to physically feeding as determined by an assessment by a qualified assessor.

2. TOILETING

If needed, the home may provide assistance with toileting as follows:

We will provide assistance to assisting in bathroom to changing in bed as determined by an assessment by a qualified assesor.

3. WALKING

If needed, the home may provide assistance with walking as follows:

We will provide assistance from standby assistance to hands on assistance as determined by an assessment by a qualified assesor.

4. TRANSFERRING

If needed, the home may provide assistance with transferring as follows:

We will provide assistance standby assist to a one-person assist as determined by an assessment by a qualified assesor. We cannot provide a 2 person assist or Hoyer lift assist.

5. POSITIONING

If needed, the home may provide assistance with positioning as follows:

We will provide assistance with a one-person assist as determined by an assessment by a qualified assesor. We cannot provide a 2 person assist.

6. PERSONAL HYGIENE

If needed, the home may provide assistance with personal hygiene as follows:

We will provide assistance from a setup and monitor to a complete one person assist doing all tasks as determined by an assessment by a qualified assesor.

7. DRESSING

If needed, the home may provide assistance with dressing as follows:

We will provide assistance from laying out clothes to a complete dressing done as determined by an assessment by a qualified assesor.

8. BATHING

If needed, the home may provide assistance with bathing as follows:

We will provide standby assistance for safety to a complete one person assist as determined by an assessment by a qualified assesor.

9. ADDITIONAL COMMENTS REGARDING PERSONAL CARE

We are able to provide assistance in most cases as long as it does not take 2 person assist.

Medication Services

If the home admits residents who need medication assistance or medication administration services by a legally authorized person, the home must have systems in place to ensure the services provided meet the medication needs of each resident and meet all laws and rules relating to medications. (WAC 388-76-10430)

The type and amount of medication assistance provided by the home is:

We bring medications at the scheduled time per doctor order and maintain a Medication Administration Record (MARS).

ADDITIONAL COMMENTS REGARDING MEDICATION SERVICES

Residents are discouraged from self-medication because it is more difficult to maintain the MARS.

Skilled Nursing Services and Nurse Delegation

If the home identifies that a resident has a need for nursing care and the home is not able to provide the care per chapter 18.79 RCW, the home must contract with a nurse currently licensed in the state of Washington to provide the nursing care and service, or hire or contract with a nurse to provide nurse delegation. (WAC 388-76-10405)

The home provides the following skilled nursing services:

None

The home has the ability to provide the following skilled nursing services by delegation:

We can do Nurse Delegated task as determined appropriate by our delegating nurse.

ADDITIONAL COMMENTS REGARDING SKILLED NURSING SERVICE AND NURSING DELEGATION

Specialty Care Designations

We have completed DSHS approved training for the following specialty care designations:

- Developmental disabilities
- Mental illness
- Dementia

ADDITIONAL COMMENTS REGARDING SPECIALTY CARE DESIGNATIONS

Staffing

The home's provider or entity representative must live in the home, or employ or have a contract with a resident manager who lives in the home and is responsible for the care and services of each resident at all times. The provider, entity representative, or resident manager is exempt from the requirement to live in the home if the home has 24-hour staffing coverage and a staff person who can make needed decisions is always present in the home. (WAC 388-76-10040)

- The provider lives in the home.
- A resident manager lives in the home and is responsible for the care and services of each resident at all times.
- The provider, entity representative, or resident manager does not live in the home but the home has 24-hour staffing coverage, and a staff person who can make needed decisions is always present in the home.

The normal staffing levels for the home are:

- Registered nurse, days and times: **On call only.**
- Licensed practical nurse, days and times: _____
- Certified nursing assistant or long term care workers, days and times: **24 hours 7 days per week.**
- Awake staff at night
- Other: _____

ADDITIONAL COMMENTS REGARDING STAFFING

Cultural or Language Access

The home must serve meals that accommodate cultural and ethnic backgrounds (388-76-10415) and provide informational materials in a language understood by residents and prospective residents (Chapter 388-76 various sections)

The home is particularly focused on residents with the following background and/or languages:

English speaking only.

ADDITIONAL COMMENTS REGARDING CULTURAL OR LANGUAGE ACCESS

Medicaid

The home must fully disclose the home's policy on accepting Medicaid payments. The policy must clearly state the circumstances under which the home provides care for Medicaid eligible residents and for residents who become eligible for Medicaid after admission. (WAC 388-76-10522)

- The home is a private pay facility and does not accept Medicaid payments.
- The home will accept Medicaid payments under the following conditions:

As long as a 2 person assist is not required and their behaviors are not a threat to other residents.

ADDITIONAL COMMENTS REGARDING MEDICAID

Activities

The home must provide each resident with a list of activities customarily available in the home or arranged for by the home (WAC 388-76-10530).

The home provides the following:

Puzzles, Alexa enhanced music, coloring/drawing, gardening (both vegetables and flowers)

ADDITIONAL COMMENTS REGARDING ACTIVITIES

Activities are designed and offered according to the preferences of the individual resident.

Please Return the completed form electronically to AFHDisclosures@DSHS.WA.GOV

The form may also be returned by mail at:
RCS – Attn: Disclosure of Services
PO Box 45600
Olympia, WA 98504-5600