

## Admission Application/Procedure and Process

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

1. **Priority Date Agreement:** A Priority Date Agreement is prepared when the non-refundable processing fee is submitted. The primary advantage of this agreement is for you, as a Registrant, to obtain a priority date. When you are ready to become an *Active Registrant* (the time frame 18-24 months to move in) your name(s) will be added to the Active Registrant List. The Registrant with the earliest priority date will be first in line to choose from available accommodations. The current single person, couple or co-occupant fee is \$500.00.
2. **Reservation Agreement - Selection of Residence:**  
Complete a Reservation Agreement. Meet with a Marketing representative to learn about the various types of accommodations and custom features that are available to you. After selecting your residence, a \$1,500 refundable deposit is accepted, and a Reservation Agreement is signed to secure your selection. You will have sixty (60) days for Residential Living (and 30 days for Assisted Living and Memory Care) to complete the application process and make plans to move in to join our community.
3. **Complete the Application:**  
When you are ready to apply to Hillcrest, please complete and return the following documents:
  - \* Confidential Application for Admission, please include all Financial Statements and most recent federal tax returns. Please include your Long-Term Care insurance.
  - \* Medical Assessment for Residential Care Facilities for the Elderly-to be completed by your physician & returned to Hillcrest
  - \* Physician Authorization – Medication list to completed by physician (If applicable)
  - \* Preplacement Appraisal Information
  - \* POLST - Provided to you as a convenience
  - \* Resident Information and Preference Form - completed by applicant
  - \* Biography Form – completed by applicant
  - \* Pet Policy – Please review if you are brining a pet
  - \* Pet Pre Admission Form- Let us know if you are bringing your pet (pet deposit required)
  - \* Application, Admissions & Transfer Guidelines Policy included for your information
  - \* Resident Privacy Preferences – Share your preferences
  - \* Resident Electric Vehicle Registration Tell us about your Vehicle (Monthly Fee assessed for EV)
  - \* Voluntary Release – Share your preferences

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

Hillcrest welcomes residents, associates, and visitors without regard to race, ethnic identity, national origin, color, faith tradition (or absence thereof), gender, sexual orientation, gender identity or expression, political beliefs, age\*, disability or ancestry. \*Age is considered in determining eligibility for residency.

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