

# Uniform Disclosure of Assisted Living Services and Amenities

## Purpose

This is a required document per [144G.40 Subd. 2 \(www.revisor.mn.gov/statutes/cite/144G.40\)](http://www.revisor.mn.gov/statutes/cite/144G.40) of all assisted living facilities to describe the services, supports, and amenities available at the assisted living facility. Prospective residents and their families can use this tool to determine if the assisted living facility can meet their needs, allow them to compare options among various settings, and make informed decisions about selecting an assisted living facility setting. The information presented here may be important for a resident’s ability to age in place. Assisted living facilities are not required to provide all the services listed, and available services are subject to change. The facility will indicate which services are provided and any limitations that may pertain to the service.

You are also encouraged to tour facilities, talk with other residents, residents’ family members, or meet one-on-one with facility staff during the selection process. The disclosure checklist is not a substitute for the assisted living contract, which is a separate document that will include the specific services to be provided to the individual resident and the fees per services.

## General Information

This information is current as of (MM/DD/YYYY): 07/18/2022

Name of Assisted Living: Heartwood

Unique building/unit descriptive (if applicable): \_\_\_\_\_

Physical Address: 500 Heartwood Drive Crosby MN 56441

If the indicated services are provided for more than one building/unit (on the campus), list all additional buildings/units this applies to. Use additional pages if necessary.

No additional buildings/units

Additional Building:

Unique building/unit descriptive (if applicable): \_\_\_\_\_

Physical Address (if different than above): \_\_\_\_\_

Additional Building:

Unique building/unit descriptive (if applicable): \_\_\_\_\_

Physical Address (if different than above): \_\_\_\_\_

Additional Building:

Unique building/unit descriptive (if applicable): \_\_\_\_\_

Physical Address (if different than above): \_\_\_\_\_

UNIFORM DISCLOSURE OF ASSISTED LIVING SERVICES & AMENITIES

Facility/Campus listed above has the following license. Check one:

- Assisted Living Facility License
- Assisted Living Facility with Dementia Care License

Availability of Unlicensed Staff (ULP); check one:

- Unlicensed staff are in the building and available to respond to resident requests 24/7
- Unlicensed staff may either be in the building, in an attached building, or within the campus and available to respond to resident requests 24/7

Availability of Licensed (RN/LPN) Staff (in *addition* to an RN who is required to be accessible to the staff 24/7); check one if applicable:

- Licensed staff are on site 24/7
- Licensed staff are either in the building, an attached building, or within the campus and available to respond to resident requests 24/7

Number of unlicensed direct care staff typically scheduled per shift:

Day Shift: 4 (can change based on census)

Evening Shift: 4 (can change based on census)

Night shift: 2 (can change based on census)

## Payment Options

The facility will indicate by placing an “X” in the “Available” column if the payment option is accepted (may check more than one). Please indicate in the “Comments” column below if a pre-determined length of private funds payment source is required before acceptance of Medicaid or waived service funds; and if yes, indicate the number of months required.

### Payment Options for Housing Contract

Payment Option	Accepted	Comments
Private Pay	X	Private pay for those on MA waivers but not qualified for housing support.
Sliding Scale		
Housing Support (formerly Minnesota Group Residential Housing) Payments	X	The site works with each resident to address the unique circumstances of their situation.
Federal rent subsidy		

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Payment Option	Accepted	Comments
Other; explain		

**Payment Options for Services**

Payment Option	Accepted	Comments
Waivered Services (EW, CADI, BI); specify any limitations	X	EW: The site works with each resident to address the unique circumstances of their situation. The site typically has __ living units eligible for EW payment . Most residents are on private pay for two years before transitioning to EW.
Private Pay	X	
Long Term Care Insurance	X	The site works with each resident to address the unique circumstances of their situation.
Other; explain		

**Services and Amenities Available**

Below is a list of services that are available to assisted living residents. The facility will indicate by placing a “yes” or “X” in the “Available” column if the service is provided or available at/on the campus/unit of the location listed above. If the “Available” column is blank, the facility does **not** provide that service.

**Section 1: Dementia Care** (pertains only to an Assisted Living with Dementia Care license)

Check each service available at the location(s) listed above.

**Dementia Care Services Available**

Service	Available	Comments
Secured unit or building for wandering or exit-seeking behavior	X	For the Arbor only
Secured outdoor grounds on facility premises	X	For the Arbor only
Individualized digital/alarm monitoring for wandering or exit-seeking behavior		
Prepared to manage challenging behaviors		

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Service	Available	Comments
Other; specify in comments		

## Section 2: Medication Management

Check each service available at the location(s) listed above.

### Medication Management Services Available

Service	Available	Comments
Verbal or visual reminders to take regularly scheduled medications; specify any limit to frequency in comments		
Communication with physician/pharmacy about ordering or refill requests	X	
Medication administration by licensed or unlicensed personnel	X	
Delivery of medication to resident previously set up by the facility nurse	X	
Medications set up by nurse for resident to self-administer	X	
Delivery of medication from the original containers to resident	X	May repackage medications per policy
Delivery of liquid or food to resident if required to ingest medication	X	
Delegation of medication management services by licensed health professional to unlicensed staff	X	
Central storage of medication		
Diabetic Care: insulin pen dosing	X	
Diabetic Care: insulin pump management		
Diabetic Care: insulin syringe dosing	X	For scheduled insulin only (except on the Hearth)
Diabetic Care: sliding scale insulin management		

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Service	Available	Comments
Clinical monitoring of labs related to medications	X	
Anticoagulant medication management	X	
B-12 injections	X	
Nutritional supplement administration	X	
(IV) Intravenous management		
PICC lines (Peripherally Inserted Central Catheter)		
Injections; specify types or limits in comments (IM, SQ)	X	IM and SQ - Available while unit is staffed with a nurse on site (except insulin)
Nebulizers	X	
Inhalers	X	
Ear drops	X	
Eye drops	X	
Topicals	X	
Patches	X	
Medication delivery via enteral (feeding) tube		
Pain pump management		
Medical cannabis administration (pill form) for certified patients		
Medical Cannabis storage for certified patients		
Cannabidiol oil administration for certified patients		

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Service	Available	Comments
Other; specify in comments		

### Section 3: Treatments & Therapies

Check each service available at the location(s) listed above.

#### Treatments & Therapies Available

Service	Available	Comments
Verbal or visual reminders to perform regularly scheduled treatments or exercises	X	
Wound care: basic	X	
Wound care: complex	X	Individualized by resident, may require referral to outside agency
Diabetic care: blood glucose monitoring	X	
Diabetic care: foot/nail care	X	
C-PAP	X	Not life sustaining
Bi-PAP	X	Not life sustaining
Oxygen Management; specify any delivery system limitations	X	Up to 5L/min and determined stable by provider/site RN (exception: Hospice)
Oxygen saturation checks	X	
Ventilators		
Suctioning		
Tracheostomy Care: cleaning of site and tube		
Tracheostomy Care: showering assistance		

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Service	Available	Comments
Tracheostomy Care: suctioning assistance		
Pacemaker Checks	X	
Arrange for On-Site Dialysis		
Arrange for/set-up Off-Site Dialysis	X	
Peritoneal Dialysis (on-site)		
Compression stockings	X	
Lymphedema wraps	X	Unable to apply wraps but able to monitor and observe, may be offered through therapy
Fall Prevention: balance assessments	X	Offered through therapy or wellness programs (additional charges may apply)
Fall Prevention: exercise programs	X	Offered through therapy or wellness programs (additional charges may apply)
Fall Prevention: strength training	X	Offered through therapy or wellness programs (additional charges may apply)
Integrative Health Services: acupuncture		
Integrative Health Services: aromatherapy		
Integrative Health Services: healing touch		
Integrative Health Services: massage		
Blood pressure checks	X	
Daily weight check	X	
Indwelling urinary catheter care; emptying and bag changes	X	
Indwelling urinary catheter replacement by nurse	X	Available while unit is staffed with a nurse on site and catheter is stable

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Service	Available	Comments
Straight (intermittent) catheter assistance	X	Individualized based on the frequency required when unit is staffed with a nurse
Suprapubic catheter care	X	Based on individual review, Includes daily care (dressing change, emptying cath bag)
Ostomy care	X	Based on individual review
Arrangements for and coordination with hospice care	X	
End-of-life palliative care	X	
Access to and training on use of automatic electronic defibrillators (AED)	X	Trained staff available while building is staffed with a nurse for the individual unit
Training of and use of Cardiopulmonary Resuscitation (CPR)	X	Trained staff available while building is staffed with a nurse for the individual unit
Other; specify in comments		

## Section 4: Assistance with Activities of Daily Living

Check each service available at the location(s) listed above.

### Assistance with Daily Living Activities Available

Service	Available	Comments
Dressing	X	Cannot exceed assist of 1 (except for bedbound hospice)
Bathing: shower	X	Cannot exceed assist of 1(except for bedbound hospice)
Bathing: bathtub	X	Cannot exceed assist of 1(except for bedbound hospice)
Oral hygiene	X	
Denture care	X	
Cueing/reminders for self-care	X	

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Service	Available	Comments
Use of special utensils	X	Equipment not provided by the site
Feeding assistance for residents with complicated eating problems		
Set-up and cut food at meals	X	
Manual Feeding; specify limits in comments		
Tube Feeding; specify limits in comments		
Feeding in common area with one staff member per resident		
Feeding in resident's apartment with one staff member per resident		
Grooming: hair care, make-up, shaving, application of lotion, etc.	X	
Nail care: toenails, fingernails	X	
Toileting: standby assistance/supervision	X	
Changing incontinence products; perineal care	X	Cannot exceed assist of 1(except for bedbound hospice)
Ordering replacement incontinence products	X	
Assistance with bowel and bladder control, devices, and training programs	X	Dependent on the device and training program
Other; specify in comments	X	Toileting assistance: cannot exceed assist of 1 (except for bedbound hospice)

## Section 5: Mobility Support

Check each service available at the location(s) listed above.

### Mobility Services Available

Service	Available	Comments
Standby Assistance	X	
Transfers with assist of one staff	X	
Transfers with assist of two staff		
Transfers utilizing sit-to-stand lifts	X	PHS provides the equipment, vests and staff for sit-to stand lift transfers
Transfers utilizing sliding boards	X	Cannot exceed assist of 1
Transfers utilizing bariatric equipment		
Ceiling lift transfers		
Non-mechanical transfers (trapeze)	X	
Mechanical lift: assist of 1 transfer	X	PHS provides the equipment, slings and staff for full lift transfers
Mechanical lift: assist of 2 transfer	X	PHS provides the equipment, slings and staff for full lift transfers (bedbound hospice only)
Ambulation with assist of 1	X	
Bed mobility	X	Cannot exceed assist of 1 (except for bedbound hospice)
Assistance with chair mobility	X	Cannot exceed assist of 1 (except for bedbound hospice)
Chair Glide System		
Mechanical Stair Lift System		
Handrails; in personal space	X	Grab bars installed in all restrooms

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Service	Available	Comments
Elevators	X	
Other; specify in comments		

## Section 6: Security & Monitoring

Check each service/option available at the location(s) listed above.

### Security and Monitoring Services

Service	Available	Comments
Every 15-minutes safety checks		
Every 30-minutes safety checks		
Hourly safety checks	X	May be accommodated for short duration in certain situations
Every two-hours safety checks	X	
Daily safety checks	X	
Emergency call system; specify type in comments	X	Nurse call system
Non-emergency call system; specify type in comments		
Digital wander alert device on resident		
Wander alert system at facility exits		
Staff monitoring at facility exits; specify method in comments		
Visitor check-in/check-out at facility main entrance	X	
Bed alarms or movement sensing technology		

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Service	Available	Comments
Door sensors: specify locations (unit, resident room, exits, etc.)	X	Arbor and secured doors
Security Guard		
Security cameras in common spaces	X	
Key card/fob access: specify locations (unit, resident room, exits, etc.)	X	
Other lock systems: specify locations (unit, resident room, exits, etc.)	X	Resident rooms, nursing station
Emergency generator(s) to power the facility during power outages	X	
Other; specify in comments		

## Section 7: Dining and Nutrition

Check each service/option available at the location(s) listed above.

### Dining and Nutrition Services

Service	Available	Comments
Three meals available, plus snacks	Required	
Breakfast available in community space	X	
Breakfast available; delivered to apartment	X	Additional charges may apply
Lunch available in community space	X	
Lunch available; delivered to apartment	X	Additional charges may apply
Dinner available in community space	X	
Dinner available; delivered to apartment	X	Additional charges may apply

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Service	Available	Comments
Meal tray delivery and pick-up from resident's unit	X	Additional charges may apply
Meal preparation in resident's unit	X	
Thickened Liquids; specify limits in comments	X	Per MD Order; Nectar (mildly thick), Honey (moderately thick), & Pudding (extrem thick)
Modified Texture Diets; specify limits in comments	X	Per request/MD order; EC7, NDD3 (SB6), NDD2 (MM5), NDD1 (PU4)
Therapeutic Diets: cardiac		
Therapeutic Diets: diabetic or calorie controlled		
Therapeutic Diets: gluten-free	X	Limited Gluten Diet available per resident selection and Physician's Order
Therapeutic Diets: high fiber	X	Per resident selection and Physician's Order
Therapeutic Diets: low fat/low cholesterol		
Therapeutic Diets: low sodium		
Therapeutic Diets: no added salt	X	No Added Salt Diet available per per resident selection and Physician's Order
Therapeutic Diets: renal diet		
Other special diets: kosher		
Other special diets: (vegetarian, vegan, etc.) specify in comments	X	Limited Lactose, Vegetarian, or other dietary needs per resident selection
Dietitian or Nutritionist Services	X	Available through RD consult, additional charges may apply
Carbohydrate intake/tracking		
Meal consumption tracking	X	May be accommodated for short duration in certain situations
Other; specify in comments		

## Section 8: Supportive Services

Check each service available at the location(s) listed above.

### Supportive Services Available

Service	Available	Comments
Daily "I'm okay" checks service; specify procedure in comments	X	Resident list generated from software and checked upon by visual ID or phone call
Assistance with meals or food preparation	X	
Daily Social and Recreational Services	Required	
Housekeeping: bed making	X	
Housekeeping: defrost and clean refrigerator		
Housekeeping: dusting	X	Light dusting
Housekeeping: organize closets and drawers		
Housekeeping: trash removal; specify frequency in comments	X	Provided daily by nursing and weekly by housekeeping
Housekeeping: weekly general cleaning (clean floors, sinks, shower/tub, toilet, and vacuum)	X	
Housekeeping: other; specify in comments	X	
Laundry: linen (change bed, launder sheets, towels)	X	
Laundry: wash, dry, and fold clothing; specify loads per week in comments	X	Included: Arbor/Hearth 3 per week, additional charges may apply
Laundry: other; specify in comments		
Schedule offsite social and recreational activities	X	
Schedule medical and social service appointments	X	
Assistance with arranging transportation for personal, social, and recreational activities	Required	

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Service	Available	Comments
Assistance with arranging transportation to medical and social services appointments	Required	
Provide transportation to social and recreational activities		
Provide transportation to medical and social service appointments		
Assistance accessing community resources and social services	Required	
Shopping: facility sponsored		
Spiritual Care/Religious Services; on-site	X	
Assistance with bill paying/budgeting		
Communication boards or other supplemental communication devices	X	Equipment and devices not provided by the site
Primary languages spoken by staff		
Supervision of smoking		
Other; specify in comments		

## Section 9: Staffing

Check each option available at the address location(s) listed above.

### Staffing Available

Staffing	Available	Comments
One-to-One staffing available		
One-to-One staffing for special circumstances		
Overnight companion		

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Staffing	Available	Comments
Registered Nurse: on-site “part time”		
Registered Nurse: on-site “full time”	X	Available during business hours, RN/LPN available for Hearth 24/7
Licensed Practical Nurse: on site “part time”		
Licensed Practical Nurse: on-site “full time”		
Assisted Living Director: on-site “part time”		
Assisted Living Director: on site “full time”	X	Available during business hours
Advanced Practice Registered Nurse: on-site “part time”		
Advanced Practice Registered Nurse: on site “full time”		
Activities Director: Part Time		
Activities Director: Full Time	X	Available during business hours
Dietician/Nutritionist consultant available or can be arranged	X	
Physical Therapist available or can be arranged	X	
Respiratory Therapist available or can be arranged	X	
Occupational Therapist available or can be arranged	X	
Speech Language Pathologist available or can be arranged	X	
Social Worker available or can be arranged	X	
Other Licensed Professional available; specify type in comments	X	NP can be arranged for residents followed by
Other; specify in comments	X	Psychological, podiatry, dental, audiological, optometry services can be arranged

## Section 10: Amenities

Check each option available at the location(s) listed above.

### Amenities Available

Amenity	Available	Comments
Accessible bathrooms; specify limits in comments	X	Not available in every apartment
Private units	X	
Semi-private units		
Studio/efficiency units	X	
One-bedroom units	X	
Two-bedroom units	x	
Kitchen/Kitchenettes in units	x	
Internet access	x	Guest network provided in some common areas.
Cable (television)	X	
Pets allowed	X	See Pet Policy for further details
Pet care; specify in comments		
Pool		
Whirlpool		
Exercise Room	x	
Library	x	
Activity Room	X	

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Garden/outdoor spaces	X	
Chapel	x	
Private entertaining space	X	
Communal Dining room	X	
Beauty/Barber Shop	x	
Parking available for residents	X	
Parking available for guests	X	
Guest accommodations	x	
Laundry Room accessible to Residents	x	
Washer-Dryer in units		
Central Air Conditioning	X	
Fully sprinklered building	X	
Designated smoking area inside (not apartment space)		
Designated smoking area outside		
Other amenity; specify in comments		
Other amenity; specify in comments		

## Additional Information

Sixty days before the facility plans to reduce or eliminate one or more services for a particular resident, the facility must provide written notice of the reduction. Refer to [144G.55 Subd. 1\(d\) \(www.revisor.mn.gov/statutes/cite/144G.55\)](#).

Residents may choose to obtain services from an outside service provider at their own cost. Residents may also obtain services from an outside service provider if the resident's assessed needs exceed the scope of services the facility can provide as agreed upon in the contract and are not included in the checklist. If this occurs and the resident is not able to obtain services from an outside service provider, then the facility may require the resident move to another facility or care setting that is able to meet the resident's needs. In the event this occurs, the facility will assist in a coordinated move of the resident to a safe and appropriate location.

Prospective Residents need to call the Senior LinkAge Line to discuss their housing options before signing a contract with a licensed assisted living facility. The Senior LinkAge Line is available Monday through Friday from 8am to 4:30pm at 1-800-333-2433.

You can get further information, at no cost, about advocacy or care options from:

- [Office of Ombudsman for Long Term Care \(https://mn.gov/board-on-aging/direct-services/ombudsman/\)](https://mn.gov/board-on-aging/direct-services/ombudsman/); 1-800-657-3591
- [Office of Ombudsman for Mental Health and Developmental Disabilities \(https://mn.gov/omhdd/\)](https://mn.gov/omhdd/); 1-800-657-3506
- Minnesota Directory for community resources: [www.MinnesotaHelp.Info](http://www.MinnesotaHelp.Info)
- [Minnesota Senior LinkAge Line \(www.seniorlinkageline.com/\)](http://www.seniorlinkageline.com/); 1-800-333-2433

By signing below, I acknowledge that I have reviewed this document. This is NOT a contract to receive services.

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Date (MM/DD/YYYY)

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Individual or Legal/Designated Representative