

**ATTACHMENT B
UNIFORM CHECKLIST DISCLOSURE OF SERVICES**

[Note: Providers may make this disclosure outside of the resident contract if desired. Use form developed by MDH, which should include a written checklist listing all services permitted under the facility's license, identifying all services the facility offers to provide under the assisted living facility contract, and identifying all services allowed under the license that the facility does not provide.]

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) 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): __07/30/2021

Name of Assisted Living: _SMC Ashton Inc

Unique building/unit descriptive (if applicable): _____

Physical Address: 9300 Northwood Parkway, New Hope, MN 55427

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): _____

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Minnesota Statutes Ch. 144G**

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): _____

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: 1

Evening Shift: 1

Night shift: 1

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	

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Minnesota Statutes Ch. 144G**

Sliding Scale		
Housing Support (formerly Minnesota Group Residential Housing) Payments	X	
Federal rent subsidy		
Payment Option	Accepted	Comments
Other; explain		
Payment Options for Services		
Payment Option	Accepted	Comments
Waivered Services (EW, CADI, BI); specify any limitations	X	
Private Pay	X	
Long Term Care Insurance		
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		

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Minnesota Statutes Ch. 144G**

Secured outdoor grounds on facility premises		
Individualized digital/alarm monitoring for wandering or exit-seeking behavior		
Prepared to manage challenging behaviors		
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	X	
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	Client will self-administer medications set up by the nurse when client is on leave of absence.
Delivery of medication from the original containers to resident	X	
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	X	
Diabetic Care: insulin pen dosing	X	

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Minnesota Statutes Ch. 144G**

Diabetic Care: insulin pump management	X	
Diabetic Care: insulin syringe dosing	X	
Diabetic Care: sliding scale insulin management	X	

Service	Available	Comments
Clinical monitoring of labs related to medications	X	Taking blood pressure before administering blood pressure medication
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, SQ only nurses administer as ordered.
Nebulizers	X	
Inhalers	X	
Ear drops	X	
Eye drops	X	
Topicals	X	
Patches	X	

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Minnesota Statutes Ch. 144G**

Medication delivery via enteral (feeding) tube		
Pain pump management		
Medical cannabis administration (pill form) for certified patients	X	
Medical Cannabis storage for certified patients	X	
Cannabidiol oil administration for certified patients	X	
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		
Diabetic care: blood glucose monitoring	X	
Diabetic care: foot/nail care	X	
C-PAP	X	
Bi-PAP	X	
Oxygen Management; specify any delivery system limitations	X	Nasal cannula, oxygen face mask connected to O2 cannister/O2 concentrator.

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Minnesota Statutes Ch. 144G**

Oxygen saturation checks	X	
Ventilators		
Suctioning		
Tracheostomy Care: cleaning of site and tube		
Tracheostomy Care: showering assistance		

Service	Available	Comments
Tracheostomy Care: suctioning assistance		
Pacemaker Checks		
Arrange for On-Site Dialysis		
Arrange for/set-up Off-Site Dialysis	X	
Peritoneal Dialysis (on-site)		
Compression stockings	X	
Lymphedema wraps	X	
Fall Prevention: balance assessments	X	
Fall Prevention: exercise programs	X	Light exercise around the house
Fall Prevention: strength training	X	
Integrative Health Services: acupuncture		

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Minnesota Statutes Ch. 144G**

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	

Service	Available	Comments
Straight (intermittent) catheter assistance	X	
Suprapubic catheter care	X	
Ostomy care	X	
Arrangements for and coordination with hospice care		
End-of-life palliative care		
Access to and training on use of automatic electronic defibrillators (AED)		
Training of and use of Cardiopulmonary Resuscitation (CPR)	X	Staff receive CPR training (BLS) from third party provider
Other; specify in comments		

Section 4: Assistance with Activities of Daily Living
Check each service available at the location(s) listed above.

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Minnesota Statutes Ch. 144G**

Assistance with Daily Living Activities Available

Service	Available	Comments
Dressing	X	
Bathing: shower	X	
Bathing: bathtub	X	
Oral hygiene	X	
Denture care	X	
Cueing/reminders for self-care	X	

Service	Available	Comments
Use of special utensils	X	
Feeding assistance for residents with complicated eating problems	X	Staff will prepare meals and liquids according to dietician order and assist with oral feedings
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	

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Minnesota Statutes Ch. 144G**

Toileting: standby assistance/supervision	X	
Changing incontinence products; perineal care	X	
Ordering replacement incontinence products	X	
Assistance with bowel and bladder control, devices, and training programs		
Other; specify in comments		

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	X	
Transfers utilizing sit-to-stand lifts		
Transfers utilizing sliding boards	X	
Transfers utilizing bariatric equipment		
Ceiling lift transfers		
Non-mechanical transfers (trapeze)		
Mechanical lift: assist of 1 transfer		
Mechanical lift: assist of 2 transfer		

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Minnesota Statutes Ch. 144G**

Ambulation with assist of 1	X	
Bed mobility	X	
Assistance with chair mobility	X	
Chair Glide System		
Mechanical Stair Lift System		
Handrails; in personal space	X	Handrails on stairs
Service	Available	Comments
Elevators		
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	X	Staff are constantly monitoring the residents for their safety, and every two hours at night.
Every 30-minutes safety checks	X	Staff are constantly monitoring the residents for their safety, and every two hours at night.
Hourly safety checks	X	Staff are constantly monitoring the residents for their safety, and every two hours at night.
Every two-hours safety checks	X	Staff are constantly monitoring the residents for their safety, and every two hours at night.
Daily safety checks	X	Staff are constantly monitoring the residents for their safety, and every two hours at night.
Emergency call system; specify type in comments	X	Staff will call 911 in the case of emergency

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Minnesota Statutes Ch. 144G**

Non-emergency call system; specify type in comments	X	Staff and other important numbers are posted on walls and in the common areas
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	Visitor login and logout book at the front door
Bed alarms or movement sensing technology		
Service	Available	Comments
Door sensors: specify locations (unit, resident room, exits, etc.)		
Security Guard		
Security cameras in common spaces	X	
Key card/fob access: specify locations (unit, resident room, exits, etc.)		
Other lock systems: specify locations (unit, resident room, exits, etc.)		
Emergency generator(s) to power the facility during power outages		
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	

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Minnesota Statutes Ch. 144G**

Breakfast available in community space		
Breakfast available; delivered to apartment		
Lunch available in community space		
Lunch available; delivered to apartment		
Dinner available in community space		
Dinner available; delivered to apartment		
Service	Available	Comments
Meal tray delivery and pick-up from resident's unit		
Meal preparation in resident's unit		
Thickened Liquids; specify limits in comments	X	Thicken liquids will be prepared according to specific dietician order.
Modified Texture Diets; specify limits in comments	X	Modified texture diets will be prepared base on dietician order.
Therapeutic Diets: cardiac	X	Cardiac diet will be prepared according to provider's order/recommendation.
Therapeutic Diets: diabetic or calorie controlled	X	All special oral diets will be prepared according to provider's order.
Therapeutic Diets: gluten-free	X	All special oral diets will be prepared according to provider's order.
Therapeutic Diets: high fiber	X	All special oral diets will be prepared according to provider's order.
Therapeutic Diets: low fat/low cholesterol	X	All special oral diets will be prepared according to provider's order.
Therapeutic Diets: low sodium	X	All special oral diets will be prepared according to provider's order.

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Minnesota Statutes Ch. 144G**

Therapeutic Diets: no added salt	X	All special oral diets will be prepared according to provider's order.
Therapeutic Diets: renal diet	X	All special oral diets will be prepared according to provider's order.
Other special diets: kosher		
Other special diets: (vegetarian, vegan, etc.) specify in comments		
Dietitian or Nutritionist Services		
Carbohydrate intake/tracking		
Meal consumption tracking	X	Breakfast, lunch, dinner, and snacks consumption are tracked on client's ADL log.
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		
Assistance with meals or food preparation	X	Staff help residents that would like to prepare their own meal/snacks.
Daily Social and Recreational Services	Required	
Housekeeping: bed making	X	
Housekeeping: defrost and clean refrigerator	X	
Housekeeping: dusting	X	
Housekeeping: organize closets and drawers	X	

**Resident Contract for Assisted Living
Minnesota Statutes Ch. 144G**

Housekeeping: trash removal; specify frequency in comments	X	Staff assist to clean resident rooms daily and as needed and take trash out when full.
Housekeeping: weekly general cleaning (clean floors, sinks, shower/tub, toilet, and vacuum)	X	Staff perform tasks daily.
Housekeeping: other; specify in comments		
Laundry: linen (change bed, launder sheets, towels)	X	Laundry is done weekly and as needed by staff.
Laundry: wash, dry, and fold clothing; specify loads per week in comments	X	Laundry is done weekly and as needed, no specific limit. Folding clothes are done daily.
Laundry: other; specify in comments		
Schedule offsite social and recreational activities	X	Residents may go out for walk/therapeutic rides as needed.
Schedule medical and social service appointments	X	Nursing staff schedule medical appointments along with residents.
Assistance with arranging transportation for personal, social, and recreational activities	Required	
Service	Available	Comments
Assistance with arranging transportation to medical and social services appointments	Required	
Provide transportation to social and recreational activities	X	
Provide transportation to medical and social service appointments	X	
Assistance accessing community resources and social services	Required	
Shopping: facility sponsored	X	
Spiritual Care/Religious Services; on-site		
Assistance with bill paying/budgeting	X	Staff assist as needed per resident request.

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Minnesota Statutes Ch. 144G**

Communication boards or other supplemental communication devices		
Primary languages spoken by staff		English
Supervision of smoking	X	
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	X	1:1 staffing is provided only to resident needing this service and if being paid for.
One-to-One staffing for special circumstances	x	Additional fees may apply
Overnight companion		

Staffing	Available	Comments
Registered Nurse: on-site "part time"	X	
Registered Nurse: on-site "full time"	X	
Licensed Practical Nurse: on site "part time"	X	
Licensed Practical Nurse: on-site "full time"	X	
Assisted Living Director: on-site "part time"		
Assisted Living Director: on site "full time"	X	

**Resident Contract for Assisted Living
Minnesota Statutes Ch. 144G**

Advanced Practice Registered Nurse: on-site "part time"		
Advanced Practice Registered Nurse: on site "full time"		
Activities Director: Part Time		
Activities Director: Full Time		
Dietician/Nutritionist consultant available or can be arranged		
Physical Therapist available or can be arranged		
Respiratory Therapist available or can be arranged		
Occupational Therapist available or can be arranged		
Speech Language Pathologist available or can be arranged		
Social Worker available or can be arranged		
Other Licensed Professional available; specify type in comments		
Other; specify in comments		

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	2 bathrooms in the house.
Private units		
Semi-private units		

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Minnesota Statutes Ch. 144G**

Studio/efficiency units		
One-bedroom units		
Two-bedroom units		
Kitchen/Kitchenettes in units		
Internet access	X	
Cable (television)	X	
Pets allowed		
Pet care; specify in comments		
Pool		
Whirlpool		
Exercise Room		
Library		
Activity Room		
Garden/outdoor spaces		
Chapel		
Private entertaining space		
Communal Dining room		
Beauty/Barber Shop		

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Minnesota Statutes Ch. 144G**

Parking available for residents	X	
Parking available for guests	X	
Guest accommodations		
Laundry Room accessible to Residents	X	
Washer-Dryer in units	X	
Central Air Conditioning	X	
Fully sprinklered building		
Designated smoking area inside (not apartment space)		
Designated smoking area outside	X	
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.

**Resident Contract for Assisted Living
Minnesota Statutes Ch. 144G**


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/directservices/ombudsman/>); 1-800-657-3591
- Office of Ombudsman for Mental Health and Developmental Disabilities (<https://mn.gov/omhdd/>); 1-800-657-3506
- Minnesota Directory for community resources: www.MinnesotaHelp.Info
- Minnesota Senior LinkAge Line (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.

03/27/24
Date (MM/DD/YYYY)


Individual or Legal/Designated Representative