



The Nottingham Admissions Process

Our admissions team will walk you through the admission process and help you have a seamless transition.

1. Determine where your loved one stands financially.

- You will need to know what their monthly income and assets are. Every community has a different fee structure. Collecting this information in the beginning will help you determine which communities are affordable.

2. Tour the community.

- Let them be a part of the process and decision. After all, this will be their new home.

3. Complete the financial application.

- You will need verification of all income and assets listed on the application.

4. Collect health care directives.

- Now's the time to make sure your loved one has a health care proxy, a do-not-resuscitate order (DNR) if desired, a Medical Orders for Life Sustaining Treatment from (MOLST) and power of attorney. Review them with your loved one to ensure you know what their wishes are.

5. Set up an appointment for the pre-admission interview.

- Every new Assisted Living resident must have an in-person assessment by one of our admission nurses within 30 days prior to the admission date. This is to ensure that we can adequately care for your loved one and meet their needs.

6. Make an appointment with their primary physician.

- A medical form must be completed by the physician within 30 days of the admission. The physician will also need to issue orders for any medical equipment. These need to be ordered prior to the admission. All prescriptions, including over the counter, will need to be sent to our pharmacy, Omnicare for the Assisted Living Program only.

7. Pick out an apartment.

- Meet with the admissions representative to see the room/apartment that is available. Take measurements and decide what your loved one will need to bring.

8. Schedule the admission agreement signing.

- A time to sign the admission agreement will need to be scheduled prior to moving in. The agreement includes billing and payment information, services included, and rights and responsibilities.

9. Move in!