

The Leamington United Mennonite Home and Apartments

POLICY AND PROCEDURE

CATEGORY: Administration	SUBJECT: Admission to our Home	SECTION: A POLICY: 4
DATE: September, 2004	Signature: _____ ADMINISTRATOR	
Revised: December 2017		

ADMISSION TO OUR HOME

POLICY:

All inquiries to the Leamington Mennonite Home will be dealt with as quickly and effectively as possible. All prospective residents and their families are encouraged to tour our Home and meet with the Administrator as part of the application for admission. The Leamington Mennonite Home: Admissions Committee, consisting of the Director of Care, the Complex Services Coordinator and the Administrator, guides the admission of residents into our Home.

As part of our continuum of care, our Home provides both Retirement Home Services and Long Term Care.

Retirement Home Services

Applications for Retirement Home Services are made directly to the Leamington Mennonite Home. A Waiting List is maintained by the Leamington Mennonite Home with the LMH Admissions Committee guiding the admission of eligible residents.

Long Term Care

Applications for Long Term Care are made through the completion of an assessment process facilitated by the Windsor-Essex Community Care Access Centre: Placement Co-ordination Service. Upon eligibility for Long Term Care, prospective residents are placed on the LMH: Long Term Care Waiting List. Our Home “walks with” prospective residents and their families through this application and assessment process. Our Home ensures that the 1B status for those of Mennonite Faith and German linguistic and ethno-cultural background is appropriately assigned. Our Home also ensures that the 1B status for those living in the complex is assigned. The process includes the following steps:

- Tour of our Home
- Completion of assessment and eligibility
- Letter of confirmation on LMH waiting list
- Offer of Admission
- Completion of Admission Package
- Admission Interview