



6/12/20 Update

Residents/Family/Friends,

- **Status:** We continue to have no known cases of Covid-19!
- **Management of Stimulus Checks:** BWH will not be managing the spending of stimulus check monies deposited into a Resident Trust Account (RTA). Similar to HCJFS, during our monthly review of RTAs any account which has had a stimulus check deposited into it will have \$1,200 deducted from the balance before determining if an over resource letter needs to be distributed. We recommend that Residents/Family monitor the RTA balances over the next year and begin to spend down if needed in ten months. Statements are printed and distributed quarterly. Alternatively, you can contact Heather at any time for an account balance update.
- **Family/Friend Reimbursement from RTA:** Friendly reminder that family/friends who assist a Resident spend money from an RTA can only be reimbursed after a receipt has been submitted. During these atypical times, feel free to mail receipts to the facility addressed to Geraldine for processing. Residents can request cash from the Receptionists prior to purchasing any items.
- **HCJFS Renewal Process:** After a three-month hiatus, HCJFS has re-initiated the renewal process. It is expected that there may be shorter than usual deadlines for submitting resource assessment documents related to the backlog of renewals that need to be processed. It would be greatly appreciated if you are contacted by Heather for data that this task be prioritized to ensure critical data is submitted timely as approval of extensions is not a guarantee.
- **Drop Offs:** **Friendly reminder that family/friends are not permitted to place takeout food into the drop off cart for delivery to a resident. All food items placed into the cart must be food safe at room temperate for up to 24 hours before delivery. Any items observed that do not meet this food safety standard will be thrown away.** Additionally, the drop off program runs Monday – Thursday. It is not appropriate to drop something off over the weekend and call/request someone from Nursing retrieve the item from the cart for delivery.

As always, if you have any questions/comments/concerns, please feel free to contact myself, Scot Harmon (Administrator) or Patricia Clark (CEO).

Sincerely,

Scot Harmon,  
Administrator

Patricia A. Clark, DM  
CEO, Administrator