

# FACTS ABOUT

## TOLSTOY FOUNDATION REHABILITATION & NURSING CENTER

100 Lake Road, Valley Cottage, NY 10989

(845) 268-6813 \* FAX (845) 268-7673

### ADMISSIONS

The Tolstoy foundation Nursing Home admits only those applicants who have been reviewed by the Admission committee and in whose judgment this Nursing Home can provide an appropriate level of care. A visit to the facility by an applicant/responsible person is encouraged.

The Tolstoy Foundation Nursing Home retains only those residents who require continued need for nursing home care as assessed through the RUG Categorization process.

The Tolstoy Foundation Nursing Home is a non-smoking facility. For those Residents who prefer to smoke, a special area is designated on each level.

**NOTE:** Should you proceed with the application process to the Tolstoy Foundation Nursing Home please be advised that we need your cooperation by answering **all** questions in the application and medical forms. Please submit any medical records in your possession and names & addresses of physicians who have been treating the applicant. If you need assistance or have any questions, please feel free to contact Admissions (845) 268-3355 or Social Services Department at (845)268 -9338.

### ROOMS

Most rooms are double occupancy. Two rooms on the Lower Level have four beds each. There are four single rooms on each floor, used at the discretion of Nursing Home staff as isolation rooms when necessary. Each resident has a closet, night table, chest of drawers and a wall toiletry cabinet. The occupants of the room share the desk.

TV and radios are available on each win's day lounge. Personal TVs and Radios can be kept in rooms.

### STORAGE

There is a limited amount of storage space in bedrooms. Some storage space is also provided in a separate location. The Tolstoy Foundation Nursing Home accepts responsibility only for items that have been registered with the Nursing Department and requests that any valuables be kept in the safe of the business Office. Valuables kept in the rooms are done so at the resident's own risk. Sharp instruments, scissors, or any other dangerous instruments are not permitted in resident's rooms.

If a Resident loses bedhold or is no longer living at the facility for any reason, their belongings may be stored for up to thirty days from date of discharge. If a representative does not pick up belongings within this timeframe, said belongings will be considered a donation to the facility.

### TELEPHONES

Each floor lobby has a payphone for the use of residents. Private telephones can be installed at the resident's request and expense.

## **NEWSPAPERS/MAGAZINES/BOOKS**

Newspapers and magazines may be subscribed to at the request and expense of the residents. These will be delivered with the mail once a day. Library books are available through our Volunteer Services and Activity Department.

## **FOOD**

Meals are planned and served under the direction of a Registered Dietician and Food Service Manager. Individual preferences are considered and offered as often as possible provided the items are within the dietary guidelines of the resident.

Food in rooms is allowed only in the containers provided to each resident upon request. The kitchen staff is more than glad to bring snacks or special requests (within prescribed diets) and will do so at the request of the Charge Nurse.

Nourishment Stations are at the end of each wing and are provided with refrigerators and ice.

## **BEAUTICIAN/BARBER**

The Beauty shop is usually open on Wednesdays. Fees for various services are posted on the door. Ward clerk makes the appointments at the request of the resident and/or family.

## **RELIGIOUS SERVICES**

Religious services from the St. Sergius chapel are transmitted into the dining room and the two East Day Lounges. Catholic mass is said the last Friday of the month and on Christmas and Easter in the dining room.

Clergymen from other faiths are always welcome and arrangements are made to accommodate individual resident's spiritual needs.

## **RESIDENT COUNCIL**

Residents meet once a month. The main purpose of this council is to involve the residents in the managing of their Nursing Home. It also serves as a liaison between Administration and the resident.

## **FAMILY COUNCIL**

Relatives and friends are encouraged to bring their suggestion, grievances and ideas to the Family Council that meets four times a year.

## **SAFETY**

Compliance with the safety rules of the institution includes but are not limited to:

- a) Residents are not permitted outside unattended.
- b) All residents are requested to use the buzzer system at night for any and all needs.
- c) All residents are required to use the elevator with staff accompaniment.
- d) Respect the need for keeping certain areas off-limits to residents.
- e) Tipping is prohibited.

## **BED RETENTION**

If hospitalization is required, you and/or your responsible person will be notified. The option of paying for the bed during hospitalization or of requesting to be placed on “priority” readmission status is given. For Medicaid supported residents, their bed is paid by the Department of Social Services for 15 days (under extenuating circumstances for 20 days) only if the resident has been in the nursing home for at least 30 days, one of which is covered by Medicaid (unless facility loses bedhold status). If hospitalization is expected to be longer, the “bed-hold” is dropped and the resident is placed on “priority” readmission status. Medicare does not pay for bed-holds.

For therapeutic home-leaves, Medicaid allows up to eighteen (18) overnight stays in a 12-month period.

## **FINANCIAL**

The day of admission is charged for, but not the day of discharge.

Personal funds belonging to the resident will be refunded to the resident, next of kin, or sponsor as expeditiously as possible but not later than 60 days after discharge home or to any other health care facility. If, due to third-party payee problems or delays, a hold-up is anticipated, the resident, next of kin, or sponsor will be notified as to the reason for delay.

Residents receiving financial assistance are allowed by the New York State Department of Social Services to retain a specified amount for personal expenses. The balance of their income is applied to nursing home care charges.

*“Federal and state law prohibits discrimination based on race, sex, handicap, disability, color, creed, blindness, religion, national origin, source of payment, marital status, age, sexual preference and retention and care of Residents.”*

## **Tolstoy Foundation Rehabilitation & Nursing Center**

### **POLICY REGARDING VALUABLES AND JEWELRY**

The nursing home has limited liability regarding lost or misplaced valuables over \$50.00. Nursing Home will not be responsible for any unlabeled or non-inventoried items. When you bring clothing for your family/friend, please bring it to the nurse's station to be inventoried and labeled.

We urge you to consider bringing alternative jewelry that is more appropriate for a community setting. Beware that any lost items that are brought into the nursing home are at your own discretion/risk.

### **CLOTHING REQUESTS & PURCHASES**

The Social Services Department is no longer ordering clothing for residents. We will continue to notify you of clothing needs and providing you with catalogs.

Tolstoy will hold an annual CLOTHING SALE DAY. All family and friends are invited to assist with clothing purchases for your loved ones. We will contact you with more information regarding clothing needs, time and date for this annual CLOTHING SALE.

### **TELEPHONE SERVICES**

If your family member requests a telephone, please contact **VERIZON** Phone Company at (800) 596-9639 to connect service. The bill may be sent to Tolstoy to be paid from the residents personal funds account or you may request that the bill be sent directly to you for payment.

*Thank you for your cooperation. We appreciate your help in assuring the highest quality of care for the lives of our residents.*