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Fax: 717.747.7021

Please return completed application to: submissions@glatfelters.com

SENIOR LIVING PROGRAM

Healthcare Application Supplement

1. Applicant Name:		
2. Mailing Address:		
3. Website:		
4. FEIN:		
5. Phone Number:		
6. Inspection and Insurance Contact Name:		
7. Phone Number:		
8. Email:		
PLEASE INCLUDE THE FOLLOWING ITEMS WITH THIS SUBMISSION	(✓)	
This Senior Living Program Application Supplement		
2. ACORD Applications: (✓)		
☐ General Liability ☐ Umbrella ☐ Property ☐ Crime ☐ Auto ☐ Inland Marine		
3. Currently valued carrier loss run reports – 5 years		
4. Copy of Facility License		
5. State Survey Report, Plan of Correction and Acknowledgement		
6. Most recent financial statements		
7. Resume of Administrator and Director of Nursing (if at the facility less than three years)		

I. APPLICANT INFORMATION	
1. Applicant is: ☐ For-Profit ☐ Not-for-Profit ☐ Religious-Affiliated	
2. Type of organizational structure: Corporation Partnership Individually-Owned Doint-Venture	ıre 🗌 LLC
Other, please describe:	
3. Total Number of facilities owned by the applicant:	
4. Any plans for mergers/acquisitions/sale of assets/change in services during the next twelve months?	☐ Yes ☐ No
If yes, please explain:	
5. Please list all Entities/Subsidiaries and their business operations that are to be included as Insureds (if a	ny):
a	
b	
C	
6. Has the applicant or any of its subsidiary organizations ever filed for bankruptcy?	☐ Yes ☐ No
7. Has the applicant/any subsidiaries ever been arrested/charged/convicted of any civil/criminal violations?	∐ Yes ∐ No
II. FACILITY INFORMATION	
1. Facility Name:	
2. Facility Address:	
3. The facility is best described as which one of the following?	
Skilled nursing facility	
Assisted living facility (with or without Independent living)	
☐ Independent living ONLY	
☐ CCRC (Continuing Care Retirement Community)☐ Rehabilitation facility	
☐ Senior housing apartments (Please note the number of HUD-financed units:)	
4. Number of years under present ownership:	
5. Is this facility managed by a management company?	☐ Yes ☐ No
If yes, name of management company:	103 NO
Number of years managed by this management company:	
Does this management company manage other facilities?	☐ Yes ☐ No
If yes, name and addresses of other facilities:	
6. Date of licensure:/_ /	
7. Date of last inspection/survey://	
Number of deficiencies:	
8. How many resident complaints, if any, were investigated within the last three years?	
9. Has this facility had its license suspended/revoked/been placed on probation within the last five years?	☐ Yes ☐ No
10. Has a state or federal agency investigated or fined this facility within the last five years?	☐ Yes ☐ No
If yes, please explain:	
11: Name of administrator:	
Length of time at this facility:	
12. Is the administrator a full-time employee?	☐ Yes ☐ No
13. Is the facility certified for Medicare and Medicaid?	☐ Yes ☐ No
14. Is the facility CARF-accredited?	☐ Yes ☐ No

	III. C	OVERAG	E			
1. Requested coverage form:						
General Liability Occurrence] Claims-Ma	de If claim	s-made, prov	ide retroactive	e date:/	
Prof. Liability Occurrence] Claims-Ma	de If claim	s-made, prov	ide retroactive	e date:/	
2. If current coverage is claims made, are there effective date?	any interrupt	ions of contir	nuous claims	made coveraç		roposed ∕es
3. Proposed policy effective date://	_					
4. Deductible: or ☐ no deductil	ble					
	IV. LOS	S HISTO	RY			
Please attach loss run reports. 1. In the past five years, has any claim or suit be mistake? If yes, please explain:	_	-	-	•		e, error, or ⁄es
ii yes, piease explaiii.						
Have all claims, suits, legal proceedings, and reported to your former insurance carrier? Is the applicant aware of any recent circumstamedical records) and not recorded on loss runs If yes, please explain:	ance which m provided?	nay result in a	any claim or s	uit being mac	☐ \ le (including	∕es □ No
4 la tha and the analysis are in the second		-l				/ □ N-
4. In the past three years, has any insurance car						∕es ∐ No
V. I	HEALIH	CARE SE	RVICES			
 ☐ Skilled nursing (skilled, sub-acute, in ☐ Assisted living/personal care ☐ Short-term rehabilitation services ☐ Memory care (Dementia/Alzheimer's ☐ Independent living (no healthcare set ☐ Senior housing (residential housing) 	s) ervices offere	ed; residents		-	-	mon dining)
	Loc. #	Bldg. #	Loc. #	Bldg. #	Loc. #	Bldg. #
Skilled Nursing - # of Beds	Licensed	Occupied	Licensed	Occupied	Licensed	Occupied
# Memory Care Beds included in Bed Count						
Total						
Assisted Living - # of Beds # Memory Care Beds included in Bed Count Total						
Short-Term Rehab - # of Beds # Memory Care Beds included in Bed Count	Occupied B	Beds:	Occupied B	eds:	Occupied	Beds:
Total						
Hospice - # of Beds						
•	1		<u>.</u> Г		1	
Independent Living – # of Units			İ			

Is there common dining?	Y	′es □ No			
Are there emergency call buttor chords in each unit?	s or pull	′es □ No			
Is there a daily mechanism to m residents?	onitor	′es □ No			
Is a visitor log maintained?	☐ Y	′es □ No			
Senior Apartments – # of Apa	rtment Units				
Is the building HUD-subsidized?		′es □ No			
If yes, what percentage of fundiby HUD?	ng is provided	%			
2. Number of residents being ca	red for or receiving the foll	owing types of services:			
IV Infusion the	rapyDeve	elopmentally disabled			
Ventilation the	rapyCher	mical dependency			
Traumatic brai	n injuryPsyc	chiatric care			
3. How many residents are unde	er the age of 65?	<u> </u>			
If any, please explain s	ervices provided:				
	VI. CONTR	ACTED SERVICES			
Please indicate which of the f of liability:	1. Please indicate which of the following services are (1) contracted to you at this facility (2) if a contract is in place and (3) limits of liability:				
Services	Is service provided?	ls a contract in place?	Limits of liability		
Physicians	☐ Yes ☐ No	☐ Yes ☐ No	\$		
Dental	☐ Yes ☐ No	☐ Yes ☐ No	\$		
Nursing	☐ Yes ☐ No	☐ Yes ☐ No	\$		
Mental Health	☐ Yes ☐ No	☐ Yes ☐ No	\$		
Pharmaceutical	☐ Yes ☐ No	☐ Yes ☐ No	\$		
Physical Therapy	☐ Yes ☐ No	☐ Yes ☐ No	\$		
Occupational Therapy	☐ Yes ☐ No	☐ Yes ☐ No	\$		
Speech Therapy	☐ Yes ☐ No	☐ Yes ☐ No	\$		
Dietary	☐ Yes ☐ No	☐ Yes ☐ No	\$		
X-Ray	☐ Yes ☐ No	☐ Yes ☐ No	\$		
Medical Records	☐ Yes ☐ No	☐ Yes ☐ No	\$		
Laboratory	☐ Yes ☐ No	☐ Yes ☐ No	\$		
Social Services	☐ Yes ☐ No	☐ Yes ☐ No	\$		
Recreational Services	☐ Yes ☐ No	☐ Yes ☐ No	\$		
Transportation	☐ Yes ☐ No	☐ Yes ☐ No	\$		
Barber/Beautician	☐ Yes ☐ No	☐ Yes ☐ No	\$		
Food					
1 000	☐ Yes ☐ No	☐ Yes ☐ No	\$		
Laundry	☐ Yes ☐ No ☐ Yes ☐ No	☐ Yes ☐ No	\$		

2. Are contractors required to provide professional liability coverage limits of	at least \$1,000,000?	☐ Yes ☐ No
3. Are current Certificates of Insurance obtained for all contracted services?		☐ Yes ☐ No
4. Is there a contract review process in place for all contracts with third partie	es?	☐ Yes ☐ No
VII. NON-RESIDENT SE	RVICES	
1. Please indicate if the following services are provided to non-residents:		
☐ Home healthcare; Annual revenue \$		
☐ Hospice; Number of outpatient visits:		
Rehabilitation services; Annual revenue: \$		
☐ Pharmacy; Revenue from non-resident services: \$		
Adult day care; Licensed capacity: Annual revenue: \$		
Child day care; Licensed capacity: Annual revenue: \$		
☐ Meals on Wheels; Estimated receipts: \$		
☐ Transportation; Annual revenue: \$		
VIII. STAFFING		
1. Total number of employees:		
2. Who serves as the Director of Nursing?		
Length of time at this facility: years		
3. Total number of nurse employees:		
GENERAL STAFFING		
Total number of nursing/caregiver (whether employed or independent contra	actor) positions, by staff car	tegory:
<u>Category</u> 1 st Shift 2 nd Shift 3 rd Shift	Turnover Percentage	e - Prior 12 Months
RN # # #	#	
LPN/LVN # #	#	
CNA/Personal Caregiver # #	#	
4. If agency nurses are used is a:		
Certificate of insurance obtained from the agency for professional liabilit	y coverage?	Yes ☐ No ☐ NA
5. Which of the following background checks are performed on new employe	es?	
☐ Employment history ☐ Drug testing		
☐ Education ☐ Sexual abuse registry		
☐ Licensure ☐ Driving record (Motor Vehic	le Report), if job duties inc	lude driving
☐ Criminal background check		
6. Are background checks completed for agency personnel?		Yes ☐ No ☐ NA
7. Is an orientation conducted for all employees and agency personnel?		☐ Yes ☐ No
8. Are there regularly scheduled in-service trainings for all employees and ac	gency personnel?	☐ Yes ☐ No
9. Does training include Sexual Abuse Prevention, identification, and reporting	ng?	☐ Yes ☐ No
10. Total number of volunteers:		
Is there formal screening/orientation process for volunteers?		☐ Yes ☐ No
Are background checks/sexual abuse registry checks conducted on all v	olunteers?	☐ Yes ☐ No
IX. Physicians		
1. Number of physicians:		
Employed:		
Contracted:		
Affiliated:		

2. Are physicians credentialed by this applicant?	☐ Yes ☐ No
3. Is a physician on-site or on-call on a 24-hour basis?	☐ Yes ☐ No
4. Does the medical director also act as the attending physician for any residents?	☐ Yes ☐ No
If yes, how many employees?	
X. RISK MANAGEMENT	
1. Is there a risk management program implemented at this facility?	☐ Yes ☐ No
2. Is there a designated risk manager at this facility?	☐ Yes ☐ No
3. Is there a formal safety program, and does it include the following:	☐ Yes ☐ No
Life Safety?	☐ Yes ☐ No
Employee Safety?	☐ Yes ☐ No
Hazardous materials?	☐ Yes ☐ No
Environment?	☐ Yes ☐ No
4. What security measures are in place to control unauthorized entrances and exits from the facility	?
5. Is a visitor log maintained?	☐ Yes ☐ No
6. Are Wander Guards or similar devices in place in memory units (for Dementia and Alzheimer's re	sidents)? Yes No
7. How many elopements have occurred in the past three years?	
8. Are nursing assessment protocols in place to identify residents at risk for:	
Elopement?	☐ Yes ☐ No
Falls?	☐ Yes ☐ No
Skin breakdowns/ulcers?	☐ Yes ☐ No
Cognitive impairment?	☐ Yes ☐ No
Nutrition deficiency?	☐ Yes ☐ No
9. Are admission, discharge, and transfer criteria established?	☐ Yes ☐ No
10. Is there a written procedure in place for reporting resident abuse?	☐ Yes ☐ No
11. Is there a formal grievance procedure in place to address resident/family complaints?	☐ Yes ☐ No
12. Does the facility use electronic health records?	☐ Yes ☐ No
13. Does the facility use ACTUM?	☐ Yes ☐ No
14. Is all advertising material, including website information, reviewed by legal counsel?	☐ Yes ☐ No
XI. PROPERTY INFORMATION	
1. Year of construction:	
2. Were all buildings constructed for their current occupancy?	☐ Yes ☐ No
If no, please note original occupancy:	
3. Are all resident buildings 100% sprinklered?	☐ Yes ☐ No
If no, what areas are not sprinklered?	
4. Is there a facility 'no smoking' policy in effect?	☐ Yes ☐ No
5. Are smoking residents supervised and/or in designated areas?	☐ Yes ☐ No
6. Is there a documented emergency evacuation plan in effect?	☐ Yes ☐ No
7. Are evacuation drills conducted regularly?	☐ Yes ☐ No
8. In cooking areas (other than independent living units) is there a fire suppression system?	☐ Yes ☐ No
9. In multi-story buildings, are non-ambulatory residents on levels above the first and second floors?	? ☐ Yes ☐ No

10. Are emergency call buttons or resident pull chords in each room/unit?	☐ Yes ☐ No
11. Is there a community center?	☐ Yes ☐ No
12. Is there an exercise/weight room?	☐ Yes ☐ No
Is it open to the public?	☐ Yes ☐ No
13. Is there a swimming pool on the premise?	☐ Yes ☐ No
14. Are there any other bodies of water present or within three miles of the facility?	☐ Yes ☐ No
15. Are pets allowed on the premise, including residents' pets?	☐ Yes ☐ No
16. Is there a restaurant open to the public on the premise?	☐ Yes ☐ No
Is alcohol served?	☐ Yes ☐ No
XII. CORPORATE IDENTITY COVERAGE	
Corporate Identity Coverage is available as an optional coverage. This coverage includes Personal Identit Expense Reimbursement for administrative expenses, notification costs, crisis expense and post event ser	
If you are interested in this coverage, please indicate the desired limit:	
☐ \$50,000 ☐ \$100,000 ☐ \$150,000 ☐ \$500,000 ☐ \$1,000,000	
1. Is Firewall technology used at all internal points of presence to prevent unauthorized access to internal	networks?
2. Do you use antivirus software on all desktops, portable computers and mission critical servers?	☐ Yes ☐ No
 Are antivirus applications updated in accordance with the software provider's requirements? How often? 	☐ Yes ☐ No
4. Are your employee, customer, and other physical and electronic records maintained in a secure environ limited access?	ment with Yes No
5. Has your organization suffered a computer attack such as a hacking attack, breach of personal information of service attack, virus or malware infection or ransomware attack, in the last 12 months? If yes, please explain:	tion, denial ☐ Yes ☐ No
Do you have a written information security and privacy policy?	☐ Yes ☐ No
7. Do you back up your computer data and store it off site?	☐ Yes ☐ No
The policy of the companies data and electrical entires.	
XIII. DISCLOSURE/AUTHORIZATION/DECLARATIONS	
WARNING NOTICE: Any person who, with intent to defraud or knowing that he is facilitating a fraud Against an insurer, submits an application or files a claim containing a false or deceptive statement is guilty	of insurance fraud.
The undersigned Applicant authorizes the Company, its agents, and representatives to secure claims inforcurrent and previous insurance carriers.	mation from my
THE UNDERSIGNED DECLARES THAT TO THE BEST OF THEIR KNOWLEDGE AND BELIEF THE FORTH HEREIN ARE TRUE. THE SIGNING OF THIS APPLICATION DOES NOT BIND THE UNDERSIGN INSURANCE, NOR DOES REVIEW OF THE APPLICATION BIND THE INSURER TO ISSUE A POLICY HOWEVER, THAT THIS APPLICATION SHALL BE THE BASIS OF THE CONTRACT SHOULD A POLICY	NED TO PURCHASE ICY. IT IS AGREED,
Applicant: Date:	
(PLEASE SIGN ALL ACCOMPANYING "ACORD' APPLICATIONS AS WELL.)	

FRAUD WARNING NOTICE - PLEASE READ CAREFULLY

Any person who knowingly and with intent to defraud any insurance company or other person files an application for insurance or statement of claim containing any materially false information or conceals, for the purpose of misleading, information concerning any fact material thereto, commits a fraudulent act, which is a crime, and may subject such person to criminal and civil penalties.

Alabama	Any person who knowingly presents a false or fraudulent claim for payment of a loss or benefit or who knowingly presents false information in an application for insurance is guilty of a crime and may be subject to restitution, fines, or confinement in prison, or any combination thereof.
Arkansas	Any person who knowingly presents a false or fraudulent claim for payment of a loss or benefit or knowingly presents false information in an application for insurance is guilty of a crime and may be subject to fines and confinement in prison.
California	For your protection California law requires the following to appear on this form: Any person who knowingly presents false or fraudulent information to obtain or amend insurance coverage or to make a claim for the payment of a loss is guilty of a crime and may be subject to fines and confinement in state prison.
Colorado	It is unlawful to knowingly provide false, incomplete, or misleading facts or information to an insurance company for the purpose of defrauding or attempting to defraud the company. Penalties may include imprisonment, fines, denial of insurance, and civil damages. Any insurance company or agent of an insurance company who knowingly provides false, incomplete, or misleading facts or information to a policyholder or claimant for the purpose of defrauding or attempting to defraud the policyholder or claimant with regard to a settlement or award payable from insurance proceeds shall be reported to the Colorado Division of Insurance within the Department of Regulatory Agencies.
District Of Columbia	WARNING: It is a crime to provide false or misleading information to an insurer for the purpose of defrauding the insurer or any other person. Penalties include imprisonment and/or fines. In addition, an insurer may deny insurance benefits if false information materially related to a claim was provided by the applicant.
Florida	Any person who knowingly and with intent to injure, defraud, or deceive any insurer files a statement of claim or an application containing any false, incomplete, or misleading information is guilty of a felony of the third degree.
Kansas	Any person who knowingly and with intent to defraud, presents, causes to be presented or prepares with knowledge or belief that it will be presented to or by an insurer, purported insurer, broker or any agent thereof, any written, electronic, electronic impulse, facsimile, magnetic, oral, or telephonic communication or statement as part of, or in support of, an application for the issuance of, or the rating of an insurance policy for personal or commercial insurance, or a claim for payment or other benefit pursuant to an insurance policy for commercial or personal insurance that such person knows to contain materially false information concerning any fact material thereto; or conceals, for the purpose of misleading, information concerning any fact material thereto commits a fraudulent insurance act.
Kentucky	Any person who knowingly and with intent to defraud any insurance company or other person files an application for insurance containing any materially false information or conceals, for the purpose of misleading, information concerning any fact material thereto commits a fraudulent insurance act, which is a crime.
Louisiana	Any person who knowingly presents a false or fraudulent claim for payment of a loss or benefit or knowingly presents false information in an application for insurance is guilty of a crime and may be subject to fines and confinement in prison.
Maine	It is a crime to knowingly provide false, incomplete or misleading information to an insurance company for the purpose of defrauding the company. Penalties may include imprisonment, fines or a denial of insurance benefits.
Maryland	Any person who knowingly or willfully presents a false or fraudulent claim for payment of a loss or benefit or who knowingly or willfully presents false information in an application for insurance is guilty of a crime and may be subject to fines and confinement in prison.
Minnesota	A person who files a claim with intent to defraud or helps commit a fraud against an insurer is guilty of a crime.
New Jersey	Any person who includes any false or misleading information on an application for an insurance policy is subject to criminal and civil penalties.
New Mexico	Any person who knowingly presents a false or fraudulent claim for payment of a loss or benefit or knowingly presents false information in an application for insurance is guilty of a crime and may be subject to civil fines and criminal penalties.
New York	Any person who knowingly and with intent to defraud any insurance company or other person files an application for insurance or statement of claim containing any materially false information, or conceals for the purpose of misleading, information concerning any fact material thereto, commits a fraudulent insurance act, which is a crime, and shall also be subject to a civil penalty not to exceed five thousand dollars and the stated value of the claim for each such violation.
Ohio	Any person who, with intent to defraud or knowing that he is facilitating a fraud against an insurer, submits an application or files a claim containing a false or deceptive statement is guilty of insurance fraud.
Oklahoma	WARNING: Any person who knowingly, and with intent to injure, defraud or deceive any insurer, makes any claim for the proceeds of an insurance policy containing any false, incomplete or misleading information is guilty of a felony.
Oregon	Any person who knowingly and with intent to defraud any insurance company or other person files an application for insurance or statement of claim containing any materially false information or conceals, for the purpose of misleading, information concerning any fact material thereto, may be guilty of a fraudulent act, which may be a crime, and may subject such person to criminal and civil penalties.
Pennsylvania	Any person who knowingly and with intent to defraud any insurance company or other person files an application for insurance or statement of claim containing any materially false information or conceals for the purpose of misleading, information concerning any fact material thereto commits a fraudulent insurance act, which is a crime and subjects such person to criminal and civil penalties.
Rhode Island	Any person who knowingly presents a false or fraudulent claim for payment of a loss or benefit or knowingly presents false information in an application for insurance is guilty of a crime and may be subject to fines and confinement in prison.
Tennessee	It is a crime to knowingly provide false, incomplete or misleading information to an insurance company for the purpose of defrauding the company. Penalties include imprisonment, fines and denial of insurance benefits.
Vermont	Any person who knowingly presents a false statement in an application for insurance may be guilty of a criminal offense and subject to penalties under state law.
Virginia	It is a crime to knowingly provide false, incomplete or misleading information to an insurance company for the purpose of defrauding the company. Penalties include imprisonment, fines, and denial of insurance benefits.
Washington	It is a crime to knowingly provide false, incomplete or misleading information to an insurance company for the purpose of defrauding the company. Penalties include imprisonment, fines, and denial of insurance benefits.
West Virginia	Any person who knowingly presents a false or fraudulent claim for payment of a loss or benefit or knowingly presents false information in an application for insurance is guilty of a crime and may be subject to fines and confinement in prison.