



Resident Application

Applying for Residency in a SwanCare Residential Aged Care Centre

The Application for Residency in a SwanCare Residential Aged Care Centre should be completed and forwarded together with a copy of the aged care needs assessment report and a copy of the Assets & Income Assessment.

If you have any questions about the application please contact our Admissions Team on 6250 0250.

SwanCare Kingia

5 Allen Court, Bentley

P: 08 6250 0100

F: 08 6250 0190

care@swancare.com.au

SwanCare Ningana

3 Allen Court, Bentley

P: 08 6250 0650

F: 08 6250 0190

care@swancare.com.au

SwanCare Tandara

73 Jarrah Road, Bentley

P: 08 6250 0101

F: 08 6250 0190

care@swancare.com.au

SwanCare Waminda

Adie Court, Bentley

P: 08 6250 0051

F: 08 9470 1767

care@swancare.com.au

My Support Plan

All incoming residents require an aged care needs assessment to check eligibility and obtain approval for government funded residential aged care. Government regulations prevents anyone being provided with these care services if they do not have a current aged care needs assessment approval.

An older person may be eligible if they have care needs and they are:

- 65 years or older
- 50 years or older – if they are an Aboriginal or Torres Strait Islander person, or homeless or at risk of becoming homeless. If they are under 65, people in these two categories must also be told about other services that may be available to them before having an aged care assessment.

In determining whether these criteria are met, the ACAT will consider the person's medical, physical, psychological and social circumstances. For further information regarding ACAT approvals, contact the My Aged Care Information Line on 1800 200 422.

Assets & Income Assessment

At the time of being assessed by the Aged Care Assessment Team, forms for assets and income testing will be provided to the person being assessed. These forms should be completed and submitted to Centrelink and/or The Department of Veterans Affairs (whichever is applicable), who will then provide a Statement of Assets & Income for Residential Aged Care Providers. A copy of this statement should accompany an application for residency.

Where there is a waiting list, the application will be kept on file until a vacancy is offered and accepted, or advice is received from the applicant or their representative to remove the application from the waiting list.

What happens when a vacancy occurs?

When a vacancy occurs, the Centre Manager considers all applications based on selection criteria and the ability of the centre to meet that person's needs prior to offering a vacancy to the applicant. Selection criteria includes, but is not limited to:

- Whether the vacancy is in a single or share room
- The applicant's sex if in a share room
- The applicant's care needs and the availability of the resources to meet those needs

The Admissions Team will then contact the applicant or their representative nominated on the Application for Residency form to offer the applicant a bed.

Application for Residency in a SwanCare Residential Aged Care Centre

Applicant Details

Single Married (registered or de facto) Widowed Divorced Separated

Mr Mrs Ms Miss
Surname

Given Names

Preferred Name

Date of Birth

Religion (optional)

Country of Birth

Languages Spoken

Interpreter Required? Yes No

Current Address

Post Code

Home Telephone

Mobile

Email Address

Are you an Aboriginal or Torres Strait Islander? Yes No

Medicare Number

No. Next to Name

Expiry Date

Does the applicant receive a pension? Yes
Pension No.
Expiry Date

Full Pension Part Pension

No Centrelink DVA
Colour of DVA Card

Does the applicant have private health insurance? Yes
Name of Fund
Type of Cover

No
Membership No.

Is the applicant diabetic? Yes
Diabetic Association No.

No

Does the applicant suffer from any allergies? Yes
Please Specify

No

Does the applicant have any dietary requirements? Yes
Please Specify

No

Does the applicant have an aged care needs assessment? Yes No
 Date Completed

Home Care:
 Have you received a Home Care package? Yes No
 Anniversary Date Amount of income tested fee

Is the applicant in hospital? Yes No
 Name of Hospital
 Ward Telephone

Does the applicant have a social worker assigned to them? Yes No
 Name Telephone

It is essential, prior to admission, to confirm that the applicant's doctor will be available to continue care at our centre.

Doctors Name Telephone

Address

Has verbal confirmation of the above been given by the listed doctor? Yes No

What is the name of the Pharmacy currently being used by the applicant?

Name Telephone

Has the safety net been reached? Yes No
 Please provide Safety Net Number

Where has the applicant recently been residing? At home In a care centre
 Other
 Please give details

Does the applicant have an Enduring Power of Attorney? Yes (Please supply a copy) No

Does the applicant have an Enduring Power of Guardianship? Yes (Please supply a copy) No

Does the applicant have an Administration Order? Yes (Please supply a copy) No

Does the applicant have a Guardianship Order? Yes (Please supply a copy) No

Is the applicant on the electoral roll? Yes No
 You will need to change the applicant's address listing on the electoral roll. A form is available online at aec.gov.au

Next of Kin 1 (In emergency circumstances Next of Kin 1 will be contacted first).

<input type="text"/>	<input type="text"/>	
Name	Relationship to Applicant	
<input type="text"/>		
Current Address		
<input type="text"/>	<input type="text"/>	<input type="text"/>
Post Code	Day Time Telephone	Home Telephone
<input type="text"/>	<input type="text"/>	
Mobile	Email	

Next of Kin 2

<input type="text"/>	<input type="text"/>	
Name	Relationship to Applicant	
<input type="text"/>		
Current Address		
<input type="text"/>	<input type="text"/>	<input type="text"/>
Post Code	Day Time Telephone	Home Telephone
<input type="text"/>	<input type="text"/>	
Mobile	Email	

Next of Kin 3

<input type="text"/>	<input type="text"/>	
Name	Relationship to Applicant	
<input type="text"/>		
Current Address		
<input type="text"/>	<input type="text"/>	<input type="text"/>
Post Code	Day Time Telephone	Home Telephone
<input type="text"/>	<input type="text"/>	
Mobile	Email	

Signature of individual completing application

<input type="text"/>	
Name	
<input type="text"/>	<input type="text"/>
Signature	Date

Residential Aged Care Centre

Should I consider an Enduring Power of Attorney, Guardianship or Administration?

Enduring Power of Attorney

An enduring power of attorney is a legal agreement that enables a person to appoint a trusted person – or people – to make financial and/or property decisions on their behalf. An enduring power of attorney is an agreement made by choice that can be executed by anyone over the age of 18, who has full legal capacity.

An enduring power of attorney can be operational while the person still has capacity but may be physically unable to attend to financial matters.

The benefit of an enduring power of attorney is that unlike an ordinary power of attorney, it will continue to operate even if the donor loses full legal capacity. An enduring power of attorney does not permit an attorney to make personal and lifestyle decisions, including decisions about treatment. The authority of the attorney is limited to decisions about the donor's property and financial affairs.

To cancel (revoke) the enduring power of attorney the donor must have full legal capacity. It is recommended that the revocation is made in writing. If the donor has lost capacity, an application must be made to the State Administrative Tribunal to decide if the enduring power of attorney should be cancelled (revoked).

Administration Order

An administrator is appointed by SAT to make financial and legal decisions in the best interests of someone not capable of making those decisions for themselves. An administrator may be given authority to decide specific matters such as the sale of assets, payment of debts or investment of money. Not only do they manage these financial issues but they also pay all the daily bills, purchase clothes and they must keep detailed accounts.

Enduring Power of Guardianship

An Enduring Power of Guardianship is a legal document that authorises a person of your choice, to make important personal, lifestyle and treatment decisions on your behalf should you ever become incapable of making such decisions yourself. This person is known as an enduring guardian.

An enduring guardian could be authorised to make decisions about things such as where you live, the support services you have access to and the treatment you receive.

An enduring guardian can not be authorised to make property or financial decisions on your behalf. The person you appoint as your enduring guardian must also be 18 years of age or older and have full legal capacity.

Guardianship Order

A guardian is appointed by SAT to make personal medical and or lifestyle decisions in the best interests of someone who is not capable of making those decisions for themselves.

These decisions often relate to work, living arrangements or medical treatment. The decision – making authority of a guardianship order may be limited to specific areas such as medical and accommodation (limited order) or apply to all areas of the person's life (plenary order).

You can obtain advice about an enduring power of attorney, guardianship or administration order through a solicitor, a community legal centre, or the Office of the Public Advocate.

Funeral Arrangements

Name of Resident

Which family member or friend should we notify of the resident's passing?

Name

Relationship to Applicant

Home Phone

Day Time Telephone

Mobile

Please notify at any time of day

Please notify during the following times:

Which funeral director should we contact?

Name of Company

Address

Phone Number(s)

After hours phone number

Please indicate the individual's preference;

Burial

Cremation

Religion (optional)

Name of Executor of Will

Phone

Signature of individual completing application

Name

Signature

Date

GENERAL INFORMATION

TERMS & CONDITIONS

1. SwanCare Kingia, Ningana, Tandara and Waminda are residential aged care centres of SwanCare.
2. SwanCare is a registered not-for-profit charitable organisation.
3. SwanCare is an incorporated organisation and is administered by a Board of Directors whose members are drawn from leadership roles within the community and corporate sector.
4. As a registered charitable organisation, SwanCare is eligible to accept tax deductible donations and bequests under the Income Tax Assessment Act.
5. An interview with the family and/or applicant is desirable prior to acceptance of an application for admission.
6. Applicants acknowledge that this application is an "Expression of Interest" only and is not a guarantee of an accommodation offer. A waiting period may apply.
7. Applicants have the right to accept or reject a formal offer of accommodation without prejudice.
8. SwanCare Kingia, Ningana, Tandara and Waminda residential aged care centres have achieved national accreditation.

Your Privacy Rights

SwanCare is committed to the protection of personal and sensitive information that is provided to us from any source. SwanCare is governed by the Aged Care Act 1997, its own policies and procedures & the Commonwealth National Principles which have been designed to ensure that your personal information is protected. A full copy of our Privacy Policy Statement is included in our Admission Pack.