



Zen Hospice Project

Policies for Residents and Visitors

Clinical Services:

Nursing and comprehensive care services are provided by Zen Hospice Project (ZHP) in conjunction with visiting hospice agencies. If a resident should need one-to-one supervision, the resident will need to provide a sitter or have this service provided by a family member. Zen Hospice Project's license (RCFCI) requires us to transfer residents to other facilities if they cannot be cared for safely with our level of staffing.

If a resident's needs for medical or nursing care should at any time exceed those services able to be provided by ZHP staff, or if a resident's condition should stabilize to the point where the Guest House services are no longer appropriate, we will work with the resident and family to transfer to an appropriate facility.

Visiting:

Visiting hours are from 9 am to 9 pm. In general, special permission is required for after-hour or overnight visits. If visiting after 9 pm, please call the nurse on duty. Arrangements can be made for overnight guests with the approval of the Director of Nursing.

Arrangements can be made for pet visits but pets cannot be kept at the Guest House.

For the wellbeing and safety of all residents, visitors may be limited at any time at the discretion of the staff. Any disruptive visitors will be asked to leave the Guest House.

Safety

Smoking is not permitted indoors in the Guest House. Limited outside areas will be provided. Residents may drink alcohol in moderation as provided in their care plan. Abuse of alcohol or disruptive behavior may result in discharge from the Guest House.

No resident or guest may possess or use weapons or replica weapons. No drugs of any kind, other than those prescribed by a resident's physician, are allowed in the house. All prescribed medications are locked in a medication cabinet. Residents receive medications from the nurse on duty only.

Medical Cannabis: Use of Medical Cannabis is permitted at the Guest House when recommended in writing by the resident's physician. House smoking rules apply.

Residents wishing to leave the Guest House (for day or overnight trips) must notify the Nursing staff and provide contact information. The resident should be accompanied by a responsible other person.

All residents are required to have a Tuberculosis (TB) test or a chest x-ray within three months prior to admission. If the screening shows active TB, the resident must be on an effective medical treatment prior to admission.

Any other contagious conditions that could pose a threat to other residents or staff (such as MRSA or C. difficile) must be disclosed to the Admissions Team.

Any psychiatric or behavioral illness must be disclosed to the Admissions Team.

Meals

ZHP staff prepare all meals. There is storage space for residents who would like to bring their own food. In accordance with our license, residents and visitors are not allowed to cook meals in the Guest House kitchen.

Laundry

Laundry will be done on site by ZHP staff only. Residents are welcome to bring in personal clothes, towels, and linens, but all of these items are provided by the facility.

Fees and Costs

All residents are charged a daily fee payable to Zen Hospice Project. The fee covers rent, meals, and comprehensive support services. The resident or his/her designated proxy is responsible to remit payment on a bi-monthly basis. Failure to make such payments may result in discharge from Guest House.

Our Guest House includes both private and semi-private rooms. Room assignment is based on preference and availability. A change in room may result in a change in the daily rate.

Any costs associated with outside services are the responsibility of the resident or proxy.

Non-discrimination policy:

Zen Hospice Project has a non-discrimination policy and will not discriminate based on race, religion, age, sexual orientation, gender, disability, national origin or marital status.

ZHP encourages residents to communicate any concerns regarding care provided at the Guest House. to the Nursing Director or the Executive Director.

After a resident dies: Any personal possessions remaining after a death will be held for a maximum of 72 hours. Only those responsible parties designated by the resident, will be permitted to enter the resident's room for the purpose of packing and removing personal belongings.

Families are responsible for the funeral and mortuary arrangements. These arrangements should be communicated to the staff within 72 hours of arrival.

Please initial if permission is granted.

_____ I give Zen Hospice Project permission to use my name in memorial services or other tributes to the residents of the Guest House.

I acknowledge that I have been given ample opportunity to ask any and all questions concerning the Guest House, the care provided, related fees and policies governing Zen Hospice Project, and operation of the Guest House.

PARTIES TO THIS AGREEMENT:

RESIDENT SIGNATURE or Durable Power of Attorney

Print Name: _____ Date: _____

ZEN HOSPICE SIGNATURE _____

Print Name: _____ Date: _____