

**Bethel-Bethesda Residential Home Equity
Road East, Earl Shilton, Leics., LE9 7FY
Tel: 01455 847505**

**Proprietors: Mrs Freda M Aldridge & Miss Jane Aldridge
Manager: Mrs Judith Wright.**

REVISED 2004 TERMS AND CONDITIONS OF RESIDENCE

ROOM TO BE OCCUPIED:

Single room en suite Number; Cost per week

Single room Number; Cost per week

Double room Number; Cost per week.....

The home will accept residents of either sex.

The home can not accept residents who have any communicable condition.

FEES; Fees are to be paid by cash or cheque (one month in advance) to the management.

In the event of a resident leaving the home, one month's notice or one months charge is required. The fee includes full board and lodging, 24 hours full care, all meals, laundry including personal laundry. Whilst every possible care is taken with laundry the management does not accept liability for loss or damage to items of clothing undergoing laundry.

Additional charges are made for installing and using a private telephone, using the public telephone, dry cleaning of personal clothing, bingo, private chiropody, optical and dental charges (services can be arranged) hairdressing, personal newspapers, personal toiletries spending money on trips, cable TV, SKY TV, and TV licence for personal TV if applicable. Charges are also made for emergency transport costs (i.e. hospital appointments etc) and additional staffing costs to cover accompanying client, the afore mentioned extras will be charged to the client or their representative. In the event of increasing fees, one month' notice will be given to service users/relatives/others. Fees more than 14 days in arrears will be subject to interest at 4 % above Bank Base Rate.

Fees to be paid by service user (privately funded) /Social Services/Social Services with third party top-up/relative/other (delete as appropriate).

Payment for settlement of fees, in the event of a resident's death during residency to be paid up to the date of his/her death.

INITIAL TRIAL PERIOD All Service users have a trial period of one month's residency, which is a mutual assessment period for all parties concerned to determine whether this is the most suitable accommodation for the resident.

TERMINATING RESIDENCY The Management have the right to ask a service user to leave under the following conditions:- Fees in arrears in excess of 14 days; Anti-social behaviour which may disrupt other residents, and/or staff; A service user requiring specialist nursing care/ hospital conditions beyond the care of the home; Contraction of a communicable disease; Change of a service user's category

Bethel/ Bethesda is an OP registered home for the elderly, which has no other service user category, appertaining to mental health or registered physical disability.. In the rare event of a service user having to change category during residency, following a relevant medical assessment, the service user/ relative would be asked to find a more appropriate placement to cater for their changed medical needs. In this case one month's notice would not be applicable as it would be illegal for the home to keep residents out of category.

TEMPORARY VACATION OF ACCOMMODATION Prior notification required.

Temporary vacation is acceptable if due to hospitalisation, holidays with relatives, or other substantive reason the Service Provider shall continue to make available the service user's placement. The terms of fees are as follows; payment in full for 4 weeks, commencing on the first day of absence then 90% of the full amount.

RESPITE CARE The accommodation fees for respite care are as detailed above and payment and all other details contained in this contract are applicable as if the tenancy were permanent.

RIGHTS AND OBLIGATIONS OF THE SERVICE USER

The rights of the service user are detailed in the Charter of Residents' Rights, a copy of which is in the Home's Statement of Purpose. Other rights of the service user are covered by current legislation for human rights. The service user is obliged to abide by the Terms and Conditions of this contract and the service user would be liable should they be in breach of this contract. The rights and obligations of the registered provider are detailed in this contract. Other rights of the registered provider are covered by current legislation for human rights and the Care Standards Act 2000 which sets out National Minimum Standards to be followed. The registered provider is obliged to abide by the Terms and Conditions of this contract and would be liable should they be in breach of this contract.

ESCORT TO/FROM HOSPITAL; It is the home's policy for service user's relatives/ friends to escort the service user to hospital and or Dr's/ dentist/ optician appointments.

PERSONAL ITEMS The service user is encouraged to bring personal possessions, furniture, clothing and linen, etc.. All furniture brought into the home should be fire retardant. The home will carry out a risk assessment on any item of furniture/ electrical equipment brought in.

Other personal aids, e.g. wheelchair and Red Cross items are also welcomed. Service users are not expected to provide any other items.

LINEN Relatives are asked on admission and subsequently to label all the resident's personal clothing, with the service user's name.

PETS The Management's discretion must be sought before the admittance of any pets.

INSURANCE The home is fully insured by Ecclesiastical to cover every aspect of insurance.

REGISTRATION This home is registered as a residential care home by the Local Authority, which is responsible for seeing that standards are maintained. It is not registered as a nursing home by the Health Authority.

SMOKING Smoking is restricted to a designated area in the home, check with management if applicable.

DAMAGE TO PROPERTY Damage to property will be charged to account of person responsible.

COMPLAINTS Complaints are to be made in writing, to the Management for full investigation. Further complaints in writing to Carol Burgess, C.S.C.I (Commission for Social Care Inspection) CPC1, Capital Park, Fulbourn, Cambridge, CB21 5XE.

PERSONAL RECORDS All residents have the right of access to their personal records.

CUT OFF SLIP RETURN BELOW TO OFFICE

NAME OF SERVICE USER:.....

I have read and accept the Terms & Conditions of Bethel/Bethesda Residential Home.

DATE:

SERVICE USER/RELATIVE/OTHER SIGNATURE