

ALASKA LEGISLATURE

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(5) the home shall provide to the resident or the resident's representative the terms and conditions under which the advance payment money may be withheld by the home.

(b) An assisted living home shall establish a written policy for the refund of unused advance payments in the event of termination of a residential services contract or death of a resident. The policy must provide that a resident is entitled to a prorated refund of the unused portion of an advance payment, less reasonable charges for damages to the home resulting from other than normal use.

Sec. 47.33.040. Residents' money.

(a) Except for advance payments under AS 47.33.030, an assisted living home may not require a resident of the home to deposit with the home money that belongs to the resident. The provisions of (b) of this section do not apply to money that constitutes an advance payment under AS 47.33.030.

(b) An assisted living home may accept, for safekeeping and management, money that belongs to a resident. The home shall establish a written policy for the management of such money and shall act in a fiduciary capacity with respect to that money, in accordance with regulations adopted by the licensing agency. A home is not required to accept money that belongs to a resident.

Sec. 47.33.050. Temporary absence.

(a) An assisted living home may agree to reserve space for a resident of the home who is temporarily absent from the home and plans to return to the home. The absent resident, or the resident's representative, shall notify the home in writing if the resident's plan to return to the home changes.

(b) Until the assisted living home receives written notice that an absent resident does not intend to return to the home, the home may charge the resident an agreed-upon daily rate during the resident's absence from the home.

Sec. 47.33.060. House rules.

(a) An assisted living home may establish house rules, subject to the limitations provided for under this chapter.

(b) An assisted living home shall give a copy of the house rules to a prospective resident or the prospective resident's representative before the prospective resident enters into a residential services contract with the home, and shall post the house rules in a conspicuous place in the home.

(c) House rules may address various issues, including

(1) times and frequency of use of the telephone;

(2) hours for viewing and volume for listening to television, radio, and other electronic equipment that could disturb other residents;

(3) visitors;

(4) movement of residents in and out of the home;

- (5) use of personal property;
- (6) use of tobacco and alcohol; and
- (7) physical, verbal, or other abuse of other residents or staff.

(d) An assisted living home may not adopt a house rule that unreasonably restricts a right of a resident provided for under this chapter or under any other provision of law.

Sec. 47.33.070. Resident files.

(a) An assisted living home shall maintain, for each resident of the home, a file that includes

- (1) the name and birth date, and, if provided by the resident, the social security number of the resident;
- (2) the name, address, and telephone number of the resident's closest relative, service coordinator, if any, and representative, if any;
- (3) a statement of what actions, if any, the resident's representative is authorized to take on the resident's behalf;
- (4) a copy of the resident's assisted living plan;
- (5) a copy of the residential services contract between the home and the resident;
- (6) a notice, as required under AS 47.33.030 , regarding the depository in which the resident's advance payment money is being held;
- (7) written acknowledgement by the resident or the resident's representative that the resident has received a copy of and has read, or has been read the
 - (A) resident's rights under AS 47.33.300 ;
 - (B) resident's right to pursue a grievance under AS 47.33.340 ;
 - (C) resident's right to protection from retaliation under AS 47.33.350;
 - (D) provisions of AS 47.33.510 , regarding immunity; and
 - (E) home's house rules;
- (8) an acknowledgement and agreement relating to home safekeeping and management of the resident's money, as required by AS 47.33.040 ;
- (9) a copy of the resident's living will, if any; and
- (10) a copy of a power of attorney or other written designation of an agent, representative, or surrogate by the resident.

(b) An assisted living home shall retain a resident's file for at least one year after the resident

terminates residency at the home.

Sec. 47.33.080. Closure or relocation; change of mailing address.

(a) Not later than 90 days before the voluntary closing or relocation of an assisted living home, the home shall provide written notice of the closure or relocation to the licensing agency, each resident of the home, all representatives of residents, and all service coordinators for residents.

(b) Not later than 14 days before a change of an assisted living home's mailing address, the home shall provide written notice of the change to the licensing agency, each resident of the home, all representatives of residents, and all service coordinators for residents.

Sec. 47.33.090. Rate increase.

An assisted living home may not increase the rate charged for services provided by the home unless the home notifies each resident or the resident's representative of the increase at least 30 days before the increase is to take effect.

Sec. 47.33.100. Criminal background check for employees.

(a) An assisted living home may not employ an individual in a paid position that the applicable licensing agency has determined is covered by this section, according to its regulations, unless the individual, before beginning employment,

(1) provides to the home a sworn statement as to whether the individual has been convicted of an offense described in (c) of this section; and

(2) provides to the home the results of a name-check criminal background investigation that was completed by the Department of Public Safety no more than 30 days before the individual is hired; and

(3) submits to the home two full sets of the individual's fingerprints.

(b) Within 30 days after employing an individual in a paid position, an assisted living home shall submit to the Department of Public Safety the fingerprints obtained under (a)(3) of this section. The Department of Public Safety shall submit the fingerprints to the Federal Bureau of Investigation for a national criminal history record check. When the results are received, the department shall advise the home of

(1) the date on which the fingerprint background check was completed; and

(2) whether the check shows that the individual has committed an offense described in (c) of this section.

(c) An assisted living home may not hire or retain an employee who has been convicted of an offense listed in the regulations of the applicable licensing agency as being an offense covered by this section.

Sec. 47.33.200. Commencement of residency.

A person may not begin to reside in an assisted living home without that person's consent, or, if the person is not competent, the consent of the person's representative.

Sec. 47.33.210. Residential services contracts.

(a) A person may not begin residency in an assisted living home unless a representative of the home and either the person or the person's representative sign a residential services contract that complies with the provisions of this section. Upon signing of the contract, the home shall give the resident and the resident's representative, if any, a copy of the contract and place a copy of the contract in the resident's file.

(b) A residential services contract must

(1) specifically describe the services and accommodations to be provided by the assisted living home;

(2) set out the rates charged by the home;

(3) specifically describe the rights, duties, and obligations of the resident, other than those specified in this chapter;

(4) set out the policies and procedures for termination of the contract as provided for in this chapter;

(5) state the amount and purpose of any advance payments required by the home; and

(6) set out the home's policy for refund of advance payments in the event of termination of the contract or death of the resident.

Sec. 47.33.220. Assisted living plan required.

An assisted living home shall ensure that an assisted living plan for a resident of the home is developed, and approved by the resident or the resident's representative, within 30 days after the resident was admitted to the home. The assisted living plan must be developed by the resident or the resident's representative with participation from

(1) the resident's service coordinator, if any;

(2) representatives of providers of services to the resident; and

(3) the administrator of the home.

Sec. 47.33.230. Assisted living plan contents; distribution.

(a) An assisted living plan for a resident of an assisted living home must

(1) promote the resident's participation in the community and increased independence through training and support, in order to provide the resident with an environment suited to the resident's needs and best interests;

(2) recognize the responsibility and right of the resident or the resident's representative to evaluate and choose, after discussion with all relevant parties, including the home, the risks associated with each option when making decisions pertaining to the resident's abilities, preferences, and service needs; and

(3) recognize the right of the home to evaluate and to either consent or refuse to accept the resident's

choice of risks under (2) of this subsection.

(b) An assisted living plan for a resident must identify and describe

(1) the resident's specific strengths and limitations in performing the activities of daily living;

(2) any physical disabilities and impairments, and the aspects of the resident's medical condition, general health, emotional health, mental health, or other conditions or problems that are relevant to the services needed by the resident;

(3) the resident's preference in roommates, living environment, food, recreational activities, religious affiliation, and relationships and visitation with friends, family members, and others;

(4) specific activities of daily living with which the resident needs assistance;

(5) how assistance with the activities of daily living will be provided or arranged for by the home or the resident;

(6) the frequency of the resident's training for independent living, if habilitation is part of the plan;

(7) the resident's need for personal assistance and how those needs will be met by home staff or another service provider from the community;

(8) the resident's need for health-related services and how that need will be met;

(9) the resident's reasonable wants and the services that will be used to meet those wants.

(c) If the assisted living home provides or arranges for the provision of health-related services to a resident, the home shall ensure that a

(1) registered nurse licensed under AS 08.68 reviews the portion of an assisted living plan that describes how the resident's need for health-related services will be met; and

(2) physician's statement about the resident is included in the plan.

(d) A resident's assisted living plan must be in writing, in language that can be understood by the resident.

(e) If a person's reasonable wants and needs can be met by a particular assisted living home and a decision is made to enter into a residential services contract between the person and the home, the resident's assisted living plan shall be approved, dated, and signed by the administrator of that home and either the resident or the resident's representative.

(f) The assisted living plan shall be retained by the home in the resident's file. The home shall provide a copy of the plan to the resident and to the resident's representative, if any.

Sec. 47.33.240. Evaluation of assisted living plan.

(a) An assisted living home resident or the resident's representative, and the home administrator or the administrator's designee, shall evaluate the resident's assisted living plan, determine whether the plan is

meeting the resident's reasonable wants and needs, and revise the plan if necessary. At the request of the resident or the resident's representative, the resident's service coordinator, if any, and family members may participate in the evaluation. If the assisted living home provides or arranges for the provision of health-related services to a resident, the resident's evaluation shall be done at three-month intervals. If the assisted living home does not provide or arrange to provide health-related services to a resident, the resident's evaluation shall be done at least at one-year intervals.

- (b) The administrator or the administrator's designee shall
- (1) document the results of the evaluation in the resident's record;
 - (2) sign and date any revisions to the resident's assisted living plan;
 - (3) place a copy of the revisions in the resident's file; and
 - (4) provide the resident and the resident's representative, if any, with a copy of the revisions.

Sec. 47.33.300. Residents' rights.

- (a) Subject to (c) of this section, a resident of an assisted living home has the right to
- (1) live in a safe and sanitary environment;
 - (2) be treated with consideration and respect for personal dignity, individuality, and the need for privacy, including privacy in
 - (A) a medical examination or health-related consultation;
 - (B) the resident's room or portion of a room;
 - (C) bathing and toileting, except for any assistance in those activities that is specified in the resident's assisted living plan; and
 - (D) the maintenance of personal possessions and the right to keep at least one cabinet or drawer locked;
 - (3) possess and use personal clothing and other personal property, unless the home can demonstrate that the possession or use of certain personal property would be unsafe or an infringement of the rights of other residents;
 - (4) engage in private communications, including
 - (A) receiving and sending unopened correspondence;
 - (B) having access to a telephone, or having a private telephone at the resident's own expense; and
 - (C) visiting with persons of the resident's choice, subject to visiting hours established by the home;
 - (5) close the door of the resident's room at any time, including during visits in the room with guests or other residents;

(6) at the resident's own expense unless otherwise provided in the residential services contract, participate in and benefit from community services and activities to achieve the highest possible level of independence, autonomy, and interaction with the community;

(7) manage the resident's own money;

(8) participate in the development of the resident's assisted living plan;

(9) share a room with a spouse if both are residents of the home;

(10) have a reasonable opportunity to exercise and to go outdoors at regular and frequent intervals, when weather permits;

(11) exercise civil and religious liberties;

(12) have access to adequate and appropriate health care and health care providers of the resident's own choosing, consistent with established and recognized standards within the community;

(13) self-administer the resident's own medications, unless specifically provided otherwise in the resident's assisted living plan;

(14) receive meals that are consistent with religious or health-related restrictions;

(15) receive the prior notice of relocation of the home or the home's intent to terminate the residential services contract of the resident required by AS 47.33.080 and 47.33.360, respectively;

(16) present to the home grievances and recommendations for change in the policies, procedures, or services of the home;

(17) at the resident's own expense unless otherwise provided in the residential services contract, have access to and participate in advocacy or special interest groups;

(18) at the resident's own expense unless otherwise provided in the residential services contract, intervene or participate in, or refrain from participating in, adjudicatory proceedings held under this chapter, unless provided otherwise by other law; and

(19) reasonable access to home files relating to the resident, subject to the constitutional right of privacy of other residents of the home.

(b) An assisted living home may not establish or apply a policy, procedure, or rule that is inconsistent with or contrary to a right provided by this section or by other law.

(c) The rights set out in (a)(3), (4), (7), (12), and (14) of this section do not create an obligation for an assisted living home to expend money for the specified rights unless otherwise provided in the residential services contract.

Sec. 47.33.310. Notice of rights.

(a) At the time a person begins residency in an assisted living home, the home shall provide the

resident and the resident's representative, if any, with a copy of the rights set out in AS 47.33.300. The home shall obtain from the resident or the resident's representative a signed and dated acknowledgement stating that the resident has read or been read the rights, understands the rights, and has had any questions about the rights answered by the home.

(b) An assisted living home shall post in a prominent place in the home

(1) a copy of the rights set out in AS 47.33.300 ;

(2) the name, address, and phone number of the long term care ombudsman hired under AS 44.21.231 and, if relevant to residents, of the advocacy agency for persons with a developmental disability or mental illness;

(3) the telephone number of an information or referral service for vulnerable adults; and

(4) a copy of the grievance procedure established under AS 47.33.340 .

Sec. 47.33.320. Access to assisted living home.

An assisted living home shall allow advocates and the representatives of community legal services programs access to the home at reasonable times to, subject to the resident's consent,

(1) visit with a resident of the home and make personal, social, and legal services available to the resident;

(2) distribute educational and informational materials to advise a resident or resident's representative of applicable rights; and

(3) assist a resident or a resident's representative in asserting legal rights or claims.





Sec. 47.33.330. Prohibitions.

(a) An assisted living home, including staff of the home, may not

(1) deprive a resident of the home of the rights, benefits, or privileges guaranteed to the resident by law;

(2) enter a resident's room without first obtaining permission, except

(A) during regular, previously announced, fire, sanitation, or other licensing inspections;

(B) when a condition or situation presents an imminent danger;

(C) as required by the resident's assisted living plan to provide services specified in the residential services contract; or

(D) for other vital health or safety reasons;

(3) impose religious beliefs or practices upon a resident or require a resident to attend religious services;

(4) place a resident under physical restraint unless the resident's own actions present an imminent danger to the resident or others;

(5) place a resident under chemical restraint; this paragraph does not prevent a resident from voluntarily taking tranquilizers, or other medication, prescribed by a licensed physician;

(6) compel a resident to perform services for the home, except as contracted for by the resident and the home or as provided for in the resident's assisted living plan; or

(7) restrain, interfere with, coerce, discriminate against, or retaliate against a resident for asserting a right specified by this chapter or by other law.

(b) An assisted living home may not physically restrain a resident unless the home has a written physical restraint procedure that has been approved by the licensing agency. The home shall terminate the physical restraint as soon as the resident no longer presents an imminent danger.

(c) An owner, administrator, employee, or agent of an assisted living home may not act as a representative of a resident.

Sec. 47.33.340. Resident grievance procedure.

(a) An assisted living home shall establish a written grievance procedure for handling complaints of residents of the home. At the time a person begins residency in an assisted living home, the home shall give a copy of the grievance procedure to the resident and the resident's representative, if any.

(b) The grievance procedure established under this section must provide that a resident and the

resident's representative have the right to

(1) present both a written and an oral explanation of the resident's grievance;

(2) have an advocate of the resident's choice, and the resident's representative, if any, attend meetings concerning the resident's grievance; and

(3) be notified in writing, within 30 days after the filing of the grievance, of the final decision of the home regarding the grievance.

Sec. 47.33.350. Retaliation against home resident.

(a) An assisted living home may not take retaliatory action against a resident of that home if the resident or the resident's representative

(1) exercises a right provided by this chapter or by other law;

(2) appears as a witness, or refuses to appear as a witness, in an adjudicatory proceeding regarding the home;

(3) files a civil action alleging a violation of this chapter; or

(4) claims a violation of this chapter before a state or federal agency having jurisdiction over the home or its employees.

(b) Termination of a resident's residential services contract by an assisted living home within 60 days after the resident engages in an activity described in (a) of this section creates a rebuttable presumption that the termination was retaliatory.

(c) At the time, or before, a person begins residency in an assisted living home, the home shall give the resident and the resident's representative, if any, written notice of the protection from retaliation provided under this section.

Sec. 47.33.360. Involuntary termination of contract.

(a) An assisted living home may not terminate a residential services contract with a resident of the home against the resident's will, except

(1) for medical reasons;

(2) for engaging in a documented pattern of conduct that is harmful to the resident, other residents, or staff of the home;

(3) for violation of the terms of the residential services contract, including failure to pay costs incurred under the contract;

(4) when emergency transfer out of the home is ordered by the resident's physician;

(5) when the home is closing; or

and jointly determine, in accordance with regulations, the appropriate licensing agency for an assisted living home

(1) that, at the time of application for a license, appears to meet the criteria in both (a) and (b) of this section;

(2) for which, at the time of application for a license, the appropriate licensing agency is not clear under the criteria in (a) and (b) of this section;

(3) that, during the term of a license issued under this chapter, wishes to relinquish the license issued by one licensing agency and replace the license with one issued by the other licensing agency; or

(4) that, at the time of the assisted living home's license renewal under this chapter, is described in (1), (2), or (3) of this subsection.

(d) A licensing agency shall

(1) establish, by regulation, requirements and standards for licensure and renewal of a license under this chapter;

(2) license assisted living homes in accordance with this chapter and regulations adopted under this chapter;

(3) investigate license applicants and licensees for compliance with this chapter; and

(4) enforce the standards established by this chapter and regulations adopted under this chapter.

(e) The Department of Administration and the Department of Health and Social Services shall jointly adopt regulations to implement the provisions of (c) of this section, including regulations providing procedures and standards for determining the appropriate licensing agency for an assisted living home and for relinquishing and replacing a license issued under this chapter.

(f) Under procedures and standards of operation established by the licensing agency by regulation, a licensing agency may contract with private or municipal agencies to investigate and make recommendations to the licensing agency for the licensing of assisted living homes.

Sec. 47.33.420. Standard forms.

The Department of Health and Social Services and the Department of Administration shall cooperatively develop standard forms that assisted living homes may use to comply with the requirements of this chapter.

Sec. 47.33.430. Authority of state agencies to impose additional requirements.

The provisions of this chapter do not preclude a state agency from imposing additional requirements or standards on an assisted living home in order for the home to receive state or federal payment for services.

Sec. 47.33.500. Complaint.

(a) A person who believes that a provision of this chapter or of a regulation adopted under this chapter

has been violated may file a complaint with the appropriate licensing agency.

(b) The licensing agency shall investigate a complaint filed under this section unless the agency reasonably concludes that the complaint is without merit.

(c) Unless disclosure is required by court order, the licensing agency may not disclose the identity of a complainant, or of a resident on whose behalf a complaint is filed, without the consent of the complainant or the resident or the resident's representative.

Sec. 47.33.510. Immunity.

A person who files a complaint concerning a suspected violation of this chapter or of a regulation adopted under this chapter, or who testifies in an administrative or judicial proceeding arising from a complaint concerning a suspected violation of this chapter or of a regulation adopted under this chapter, is immune from civil liability for the filing or testifying unless the person acted in bad faith or with malicious purpose.

Sec. 47.33.520. Investigation.

(a) A licensing agency may investigate an assisted living home at any time to determine whether the home is in compliance with this chapter and regulations adopted under this chapter.

(b) An assisted living home that is the subject of an investigation shall give the licensing agency access to

- (1) the home;
- (2) all records relating to the operation of the home that are relevant to the investigation;
- (3) all resident files; and
- (4) the residents and employees of the home.

(c) The licensing agency shall prepare a written report of the investigation that summarizes its findings, and shall provide a copy of the report to the assisted living home that is the subject of the investigation and to the complainant, if any, if the complainant requests a copy.

(d) The assisted living home may submit to the licensing agency a written response to the investigation report. The licensing agency shall retain the home's response with the record of the complaint.

(e) Except as otherwise provided in AS 47.33.500 (c), completed investigation reports and responses from homes are public records.

(f) If the licensing agency's investigation shows reasonable cause to believe that a certified nurse aide has committed abuse, neglect, or misappropriation of property, the licensing agency shall report the matter to the Board of Nursing.

Sec. 47.33.530. Notice of violation.

(a) If the licensing agency determines that an assisted living home has violated a provision of this chapter or of a regulation adopted under this chapter, the licensing agency shall prepare a written notice of violation that contains

(1) a description of the violation;

(2) a citation to the statute or regulation that has been violated;

(3) an order requiring the home to correct the violation by the time specified in the order, not to exceed 90 days after the date the home receives the notice of violation;

(4) a statement of the requirement for filing a report of compliance under AS 47.33.540;

(5) notice of the sanctions that may be imposed under this chapter if the home fails to timely file a report of compliance or fails to correct the violation; and

(6) notice of the right to apply for a variance, if applicable under licensing agency regulations.

(b) The licensing agency shall serve the notice of violation on the home in person, or by certified mail, return receipt requested.

Sec. 47.33.540. Report of compliance.

(a) After correcting a violation described in a notice of violation served under AS 47.33.530, an assisted living home shall submit to the licensing agency a report of compliance regarding the correction.

(b) Each licensing agency shall adopt regulations specifying the contents of and establishing procedures for reports of compliance, including the time period for submission to the licensing agency under (a) of this section.

Sec. 47.33.550. Administrative sanctions.

(a) A licensing agency may revoke an assisted living home license, deny renewal of an assisted living home license, suspend operations of an assisted living home, suspend the ability of an assisted living home to take in new residents, place conditions on the ability of an assisted living home to take in new residents, restrict the type of care than an assisted living home may provide to residents, or assess an administrative fine, as the agency considers appropriate, on one or more of the following grounds:

(1) a violation of a provision of this chapter, a regulation adopted under this chapter, an order in a notice of violation issued under this chapter, or a term of a license issued under this chapter;

(2) a criminal conviction of an administrator of an assisted living home if the conviction is

(A) for an offense involving a resident of the home;

(B) a felony; or

(C) a misdemeanor involving alcohol, a controlled substance, an imitation controlled substance, or physical or sexual abuse;

(3) obtaining, retaining, or attempting to obtain or retain a license under this chapter by fraud or misrepresentation.

(b) An administrative fine assessed under this section may not exceed \$500 a day for each day that a violation continues, and may not exceed a total of \$5,000 for a violation.

(c) Before imposing an administrative sanction under (a) of this section, the licensing agency shall give the assisted living home a written notice of the imposition of administrative sanction. The notice must contain a form for requesting a hearing under (d) of this section, and must describe

- (1) each sanction to be imposed;
- (2) the violation that is the basis of each sanction; and
- (3) the home's right to request a hearing to contest the sanctions.

(d) An assisted living home may contest a licensing agency's decision to impose an administrative sanction by filing a written request for a hearing, on the form provided by the licensing agency, no later than 10 days after receipt of the notice of administrative sanction.

(e) Unless an administrative sanction is related to a violation that presents an imminent danger to the health or safety of the residents of an assisted living home, the sanction may not be imposed until the

- (1) time period for requesting a hearing under (d) of this section has passed without a hearing being requested; or
- (2) licensing agency renders a final decision following a hearing requested under (d) of this section.

(f) If an assisted living home requests a hearing under (d) of this section the hearing shall be held within 60 days after the licensing agency receives the request. The department's decision following a hearing under this section is a final administrative order.

(g) If an assisted living home does not request a hearing under (d) of this section, the licensing agency's notice of administrative sanction constitutes a final administrative order that the licensing agency may seek the court's assistance in enforcing.

(h) A licensing agency shall provide notice of the agency's final action regarding imposition of an administrative sanction on an assisted living home to

- (1) each resident of the home;
- (2) the agencies that provide treatment to the residents;
- (3) the residents' service coordinators; and
- (4) adult protective services.

(i) Imposition of an administrative sanction under this section does not preclude imposition of a criminal penalty under AS 47.33.570.

Sec. 47.33.560. Administrative procedures.

(a) Except as otherwise provided in this chapter, administrative proceedings involving the denial, limitation, suspension, or revocation of a license or the assessment of an administrative fine under this chapter shall be conducted under AS 44.62 (Administrative Procedure Act).

(b) An administrative hearing held under this chapter shall be open to the public unless the hearing officer determines that the hearing should be closed to protect the privacy of a resident of an assisted living home.

(c) A resident may intervene as a party in an adjudicatory proceeding held under this chapter if the home in which that person resides is a party to the proceeding.

(d) At least 30 days before a hearing is held under this chapter, the licensing agency shall give notice of the hearing to each resident of the assisted living home that is the subject of the hearing.

Sec. 47.33.570. Criminal penalty.

A person who violates AS 47.33.400 (a) or (b) is guilty of a class B misdemeanor.

Sec. 47.33.910. Fees.

A licensing agency may charge and collect fees for application and licensure under this chapter.

Sec. 47.33.920. Regulations.

The commissioner of health and social services and the commissioner of administration each may adopt regulations to carry out the provisions of this chapter, including regulations regarding licensure and renewal requirements, license application and renewal procedures; application and license fees; types, duration, renewal, and transferability of licenses; staffing and home operation standards; and variances to licensure and operating standards. Regulations adopted under this chapter may provide for the waiver or modification of the requirements of this chapter for homes with fewer than six residents except that the regulations may not provide for waiver or modification of the requirements of AS 47.33.100.

Sec. 47.33.990. Definitions.

In this chapter,

(1) "activities of daily living" means walking, eating, dressing, bathing, toileting, and transfer between a bed and a chair;

(2) "administrator" means an person who has general administrative charge and oversight of an assisted living home;

(3) "adult" means a person 18 years of age or older who is not a ward of the state under AS 47.10.080 (f) or AS 47.12.120 (d);

(4) "advocate" means a public or private officer, agency, or organization designated by federal or state statute, or a state plan developed under a federal or state statute, to represent the interests of and speak on behalf of a resident of an assisted living home;

(5) "aging in place" means choosing to remain in a familiar living environment and manage the risks associated with the physical or mental decline that can occur with increasing age;

(6) "assisted living home" means a residential facility to which this chapter applies, as described in AS 47.33.010 ;

(7) "assisted living plan" means a written description of

(A) a person's functional capabilities;

(B) the person's needs and preferences for assistance with the activities of daily living; and

(C) the services to be provided to meet the person's reasonable wants and needs;

(8) "controlled substance" has the meaning given in AS 11.71.900 ;

(9) "health-related services" means services described in AS 47.33.020(c) - (i);

(10) "home" means an assisted living home;

(11) "imitation controlled substance" has the meaning given in AS 11.73.099;

(12) "imminent danger" means a danger that could reasonably be expected to cause death or serious physical harm to the resident's self, to the staff of a home, or to others;

(13) "instrumental activities of daily living" means doing laundry, cleaning of living areas, food preparation, managing money and conducting business affairs, using public transportation, writing letters, obtaining appointments, using the telephone, and engaging in recreational or leisure activities;

(14) "licensing agency" means the state agency given authority under AS 47.33.410 to license an assisted living home;

(15) "personal assistance" means the provision by an assisted living home of one or more of the following personal services to a resident of the home:

(A) assisting a resident in obtaining supportive services as provided for in the resident's assisted living plan;

(B) assisting a resident in obtaining instrumental activities of daily living, as provided for in the resident's assisted living plan;

(C) being aware of a resident's general whereabouts while the resident is traveling independently in the community;

(D) monitoring a resident's activities while on the home premises to provide for the resident's and others' safety and well-being;

(16) "person with a developmental disability" has the meaning given in AS 47.80.900 ;

(17) "physician's statement" means a written statement by a person's primary physician that includes a

(A) medical history and physical, not older than six months, of the person;

(B) listing of the person's complete current medicine regimen; and

(C) statement of current therapy regimen necessary to maintain or increase the person's functioning, mobility, or independence;

(18) "resident" means an adult who has signed a residential services contract with and resides in an assisted living home;

(19) "representative" means a guardian, conservator, attorney in fact, or other person designated by a court, or in writing by a legally competent person, to act on behalf of that person;

(20) "service coordinator" means a person who is responsible for

(A) coordinating the services of community agencies that provide services to a resident of an assisted living home;

(B) participating in inter-agency case management for a resident; or

(C) planning for the placement of a person in an assisted living home;

(21) "supportive services" means recreational and leisure activities, transportation, social services, legal services, financial management services, educational and vocational services, medical, dental, and other health care services, habilitation or rehabilitation services, respite services, case management, day care, and other services required to meet a resident's needs;

(22) "terminally ill resident" means an ill resident who has a medical prognosis, certified in writing by the resident's attending physician, that the life expectancy of the resident is no more than six months if the illness runs its normal course.

Chapter 47.35. CHILD CARE FACILITIES, CHILD PLACEMENT AGENCIES, CHILD TREATMENT FACILITIES, FOSTER HOMES, AND MATERNITY HOMES



An Age-Old Truth

The test of a people is how it behaves toward the old. It is easy to love children. Even tyrants and dictators make a point of being fond of children. But the affection and care for the old, the incurable, the helpless, are true gold mines of a culture.

Abraham Lincoln

ALASKA RATE STUDY REPORT
December 1998

Prepared by
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Phase I & Phase II

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References

Executive Summary

The Division of Senior Services (DSS) and the Division of Mental Health and Developmental Disabilities (DMHDD) of the State of Alaska, commissioned the Assisted Living Training Institute (ALTI) to develop an Assisted Living Rate Study. The focus of this study was (1) to establish an **“equitable and reliable rate structure to ensure the success and growth of assisted living as a viable business”** for all the residents of the State of Alaska including general relief clients; and (2) to provide criteria to ensure the **“quality of services delivered and the client’s ability to make personal choices”** regarding who provides for them. While the term Assisted Living in Alaska includes smaller and larger facilities, the primary focus of the report was the smaller facilities (15 beds or less) which is defined as the Independent Residential Model (IRM). After a review of all pertinent government and private sector data across the United States, it has been concluded that there are no industry standards for Assisted Living. In addition, Alaska’s scattered population was a unique variable considered in formulating the Base Rate increment requested.

Statistical information regarding operational costs and services rendered was gathered from facilities in Alaska. On site sessions were held to validate data and information received, to personally interview providers, and to solicit additional comments which could reflect practitioners’ professional and personal insights in the final report. Most facilities have private pay residents, and with the existing general relief rate (the same since 1983) they are not eager to take this type of client. The success of smaller facilities, both in business terms and services provided, is critical to seniors and the disabled as it can provide needed resources in a familiar environment. The proximity to families is an important component of most care plans in supporting the life-long needs of clients.

After a comprehensive analysis of the data and information gathered, combined with a review of a variety of models in different states, the daily rate increment and its application reflects an effective and efficient use for Alaska with its unique needs. The recommendation of the financial support for extraordinary Activities of Daily Living

(ADLs) uses a similar efficient approach. The recommendations are integrated into existing State formats, and, exceptionalities are determined by medical or professional judgements only. Legislative recommendations are referenced within the present Codes. They complement this report and should strengthen the State's efforts to ensure equitable services in all licensed facilities.

The Service Principles of the DMHDD are recommended as the working standards for all clients regardless of their age or disability. It is recommended that staff and leadership within the departments establish a formal and on-going process to share insights, data, and information to ensure a common understanding and knowledge of their mutual responsibilities in this process. Contracted service providers and support personnel must also be included in this ongoing process. While the physical size of the State represents a challenge to these recommendations, it is critical that substantial efforts be formalized to ensure and demand that staff, service providers, care coordinators and significant others are included in the training and implementation activities for these recommendations.

This Rate Study concludes that the **general relief rate be increased by \$38.31**. For example, an adult residential care home with 6 or more residents in Anchorage would have a new general relief base rate of \$72.26. Regional differences would continue to be calculated with the **Indices** in the Planning Region Rating System (adopted January 1, 1998) used in the CHOICE Manual. The Rate Study also concluded that reasonable ADL services are included in the new Base Rate. However, **extraordinary ADL services** (by a medical or other professional order) should include an additional supplement to the Base Rate. The range of support is from **\$3 to a maximum of \$22 per day**.

The level of sincerity demonstrated and verbalized by all that participated in the study impressed the Assisted Living Training Institute consultants to this project. State level leadership and commitment by Kay Burrows, Director of the DSS, was obvious and consistent throughout the process. State staff members were available to facilitate requests and often "volunteered" to help with our on-site sessions. The Care Providers

interviewed reflected a genuine concern for their clients and seemingly are providing services that a reasonably prudent individual would deliver. Business success was generally relegated to a secondary position. While additional support and training would be helpful for many, all demonstrated respect for their residents and for their responsibilities in meeting residents' needs. Under Alaska's Assisted Living program, **the Independent Residential Model (IRM)** as defined by the consultants, **demonstrated "caregivers" who must be successful in business rather than successful businessmen who are trying to become "caregivers."**

**Development of Assisted Living Rate Study
Phase I**

“The long term goal for both divisions is the establishment of a more equitable and reliable rate structure to ensure the success and growth of assisted living as a viable business. A stable rate and sensible rate structure will decrease the amount of time searching for appropriate placement based solely on the reimbursement rate, increase the number of homes that a client has to choose from, and equally important, allow home administrators a more secure and realistic reimbursement scenario from which to do business planning.”

Terms for Report:

Independent Residential Model (IRM)...term used in this report for smaller facilities (15 Beds or less) included under the Assisted Living License in Alaska
ADLs...Activities of Daily Living (Eating, Bathing, Dressing, Toileting, Transferring, Medication oversight)

DSS...Division of Senior Service

DMHDD...Division of Mental Health and Developmental Disabilities

DPA...Division of Public Assistance

A&G Rate...Administrative and General rate

General Overview

The term Assisted Living has become both a generic concept and a specific model. Many states are presently struggling to understand and support a variety of opportunities to residents with needs. Many larger private and non-profit corporations have facilitated an emerging philosophy of assisted living facilities which mimics a condominium model of a self-contained residential unit. Services are generally provided on a per-cost supplement (All expenses incurred to provide the service is passed to resident including a profit margin). However, a common definition of assisted living is unlikely because each state must develop models that meet their local needs. Also, because the federal government is not likely to participate in supporting assisted living costs, regional perspectives will prevail. While some services delivered to assisted living residents are covered by Medicaid in some states, room and board costs are not. States have the responsibility to ensure the quality of facilities participating with Medicaid clients. After a review of the variety of models both in rate structures and operation, there are no industry standards which reflect the needs of the Independent Residential Model (IRM) in Alaska. In fact, in a recent report prepared by the federal government (DACCAP Assisted Living Policy: 1998, p.53) it was noted that “states exploring assisted living methodologies have no existing models to replicate.”

Alaska Specific

The State of Alaska with its scattered population represents a unique challenge to provide services to residents who need assisted living supports. The larger assisted living models, as referenced above, have focused on the independent living unit with residents whose need for help with Activities of Daily Living (ADLs) are almost non-existent. Based on the On-site Team's facilitated discussions with owner/operators of assisted living facilities (DDS and DMHDD licensed) it was ascertained that of the 257 residents (33 facilities) referenced over 95 percent are being provided ADL supports. While the vast majority of these residents are private pay, the general relief residents were being provided most of these services as part of the base rate. It should be noted that these services are much more difficult to provide in the smaller homes without the appropriate staff-to-resident ratio. The list of ADLs used for this study is noted in our Terms section. There was mutual agreement with the owner/operators and the Team regarding the list used. While several states and agencies have added additional categories to the list, at this point, our ADL list is sufficient. The list we are using for this report is used by the insurance industry to set and define rates and services.

The rate for the typical general relief client in Alaska was established in 1983 at approximately \$35 per day. The rate is still \$35 per day today! In 1998 dollars, (using the lowest Social Security Index) that \$35 dollars is equal to \$68.30. The issues related to the rate are not simply a function of perceived or real costs. While business survival is essential and IRM facility growth is critical in Alaska, the most important consideration is the quality of services delivered to the client and the client's ability to make personal choices regarding where and who provides for them. However, one must consider the liabilities of the industry, first for the resident as the focal point of our discussions, second for the owner/operator providing service, and ultimately the State who established the rate for general relief clients. There is substantial liability to the State, provider and the client in a system that equates this to \$35 per day as a base rate.

As the quality indicators for the industry have increased, the number of Alaskans over

age 65 is growing. As noted in a report published in the Alaskan Seniors' "Living Longer, Growing Strong" February 1998 (from the Alaska Commission on Aging)...

"Alaska is second in the nation in a proportional growth of our senior population – with a 42% increase in people age 65+ in only 6 years (1990 – 96)... Equally impressive is the anticipated long-term growth of Alaska's senior population. In 1980, there were 11,547 people over the age of 65. Using moderated growth projections, population experts agree this number may reach 80,927 by the year 2015. This is a 600% increase in only 35 years."

The Service Principles (Appendix A) adopted by the DMHDD reflect a commitment to individual involvement in all decisions regarding their needs. It fosters an attitude which respects and values the dignity of any client. All recommendations in this study must continue to protect the concept of individual choice and client decision making. Presently there are inequities in service predicated on financial considerations. While this report will not value these differences, it is our contention (based on research completed) that the number of general relief clients needing assisted living services will grow disproportionately to private-pay clients. With their needs being underwritten through State programs, there must be assurances that they are afforded similar treatment and supports. All state laws, regulations and service principles should ensure equitable, quality services for all residents.

Potential private pay residents and family members have options to compare. The system must continue to protect the concept of individual choice and client decision making. The client and/or designee must participate in the preparation of any care plan developed for them. This is not an option but a necessity in any system that is dedicated to ensuring the rights and dignity of individuals in need of care. Many clients, who do not have the financial ability to pay, often find themselves unwanted by facilities. The DSS and the DMHDD has recognized the need to prepare a plan that reflects their mutual needs. Under the present legislation, providers often see their responsibilities as competitive and unequal. This theme was shared by all of the 33 facilities surveyed. There is a need to prepare a long-term plan, conducted within the organization, which will establish a systemic plan to integrate and coordinate services delivered to clients.

In Alaska, this report may provide the impetus to accept that challenge and move ahead. This rate study should allow more potential providers the opportunity to consider the assisted living industry as a viable business opportunity. The survival of the small facility combined with a growth in this Independent Residential Model is critical to address Alaska's unique senior and disabled population needs.

Alaska On-site Assessment

As a result of our visit and interactions, certain issues became clearer. More money, by itself, will not meet the challenge facing the state and the industry. The operations of the IRM must ensure that the dignity and integrity of the client be protected. The standards of facility operations must be aligned with performance standards necessary to provide quality care. As stated, minimal support of ADLs should and must be provided within any rate agreed upon. All facilities surveyed indicated that ADL services are now being provided without compensation. Based on the facilitated conversations with our On-site Team, it was obvious that many owner/operators are not financially prepared or sufficiently trained in business operations or advanced ADL services to meet the evolving needs of Alaska's aging and disabled population. The issues related to any rate enhancement must be accompanied with additional education for provider/owners. Such education should include programs that will enhance the quality of operations and the acquisition of skills necessary to meet evolving ADL needs. This education needs to be a separate legislative appropriation that is above and beyond the rate increase but may be prerequisite for the rate increase.

Over 55 people participated in the facilitated discussions in Fairbanks and Anchorage. The Team experienced warm, cooperative interactions with most. The atmosphere of mutual expectations, genuine concern for clients' issues, and assured confidentiality allowed most to be truthful with their financial information. The Team's experience within the industry help in assessing real costs and expenses. In all cases the leadership of Kay Burrows, Director of the DSS, was applauded for this effort. (Our Team also was

provided with excellent office support to complete the tasks of the visit.) Questions and issues outside the purview of this project were referred to appropriate state staff.

At this time the Team also clarified and assessed the financial data collected. This information has been compiled and factored into a rate study model which will be completed in Phase II of this project. Additionally, the ADL data and information collected has been compared and valued against similar efforts being considered in other states. It should be noted that the sample of owner/operators was approximately 20 percent from DMHDD homes.

In all discussions the ALTI Team made constant reference to national and local issues, federal, state, business and personal responsibilities and liabilities. In all cases the respect and dignity of the resident's choice and rights were stressed. The range of knowledge of the participants was very broad. Many were not conversant about important business considerations and seemingly not able to identify strategies or skills to meet some resident needs. All exhibited genuine concern for their responsibilities and a strong commitment to continue their operations regardless of this effort to enhance their daily rate. Most, however, have a very high percentage of private-pay residents and were not eager to take general relief clients. All agreed that this project was necessary to support efforts to strengthen the assisted living market and ultimately create more opportunities for the growing segment of seniors to have access to care, with appropriate state compensation when necessary.

The licensed homes in the Assisted Living category include a broad range of facility size. Our constant reference of the Independent Residential Model (IRM) is to clarify this report's efforts to recognize the need of the smaller facility. However, the information prepared can be referenced by other departments or divisions and serve as a reference model in Alaska. Based on our experiences, the business administration and educational training programs need to be supported across divisions. The seemingly "exclusivity" in job responsibilities and descriptions is very difficult in such a vast area. While everyone does not have to be an expert, more State staff should have better interaction and information regarding their mutual roles and responsibilities in protecting residents'

rights. Our in-sights and suggestions represent good process and should be modeled and reflected in any healthy organization. A stronger sense of unity within the Department and Divisions will minimize much of the confusion and in some cases inequity perceived by the owner/operators. Additionally, the care coordinators, regardless of funding source, must participate in common training and information activities to ensure alignment of philosophy, service principles and client need.

Based on our observations, we feel that it is very important for the Divisions to reflect a common set of purpose. In our discussions with state staff, all verbalized and reflected strong personal commitments to the quality of service they deliver. We feel in order for there to be a uniform, cohesive perception of the state personnel by operators/owners, interdepartmental professional development is recommended. This could include more information regarding their complemental and supplemental responsibilities and quantifiable performance standards to ensure quality efforts of all operator/owners and their staffs.

We feel anyone applying for a new license should complete a specified series of activities prior to the license being awarded. In all cases, the State must be prepared to monitor the implementation of these standards with measurable criteria. All State staff and contracted personnel (i.e. care coordinators) responsible for this implementation must be trained together to ensure consistent, fair appraisals of facility efforts, and residents' needs. While all facilities that use the term assisted living and service more than one non-family client, should be licensed. All owner/operators and their employees with professional licenses should be registered. Actions against a facility, due to error and omissions of the owner/operator, should not jeopardize the resident's right to remain in the licensed facility. All training programs will facilitate safe service delivery. Continuing education programs must be planned to enhance the quality of services to residents. In most cases, all programs and training should reflect some certifiable activities.

RECOMMENDATIONS

Staff and Owner/Operators

- Professional Development for owner/operators and state staff should refocus on the wide range of laws, regulations, and policies in Alaska State Statutes that support the needs of seniors and disabled residents.

Facilities/Staff:

- All homes with one or more non-family client should be licensed.
- All owner/operators and employees of assisted living facilities should be registered with the State.
- All owner/operators should participate in formal training focused on business skills and resident needs in a systematic, on-going process.
- All staff should participate in training programs (preferably with some certification) to learn strategies and skills to better address the more advanced needs of their clients as they "age in place or decompensate."
- New applicants for Licensed Facilities should complete a short course of above activities before temporary approval.
- Any consideration for a new base rate is predicated on the above being clarified and defined with owner/operators, State staff, and contracted services personnel trained together in the performance standards and the measurement tools to be used in assessing performance "together, in the same room, at the same time!" It is our experience that if all participate in the planning for change, they will share responsibility in the implementation!

Specific Daily Rate Recommendation

Our specific daily rate recommendation reflects those services that a reasonably prudent individual would deliver based on the assessment and care plan agreed upon by the client and/or designee. Combining the information and data secured (financial data submitted, our on-site observations, ADL discussions, and individual facility/fiscal validations) with our subsequent final analysis, we are suggesting an increase of \$38.31 to the present day-rate.

The only two variables...

(1) geographical location: Based on the range of data received and in discussions with owner/operators we are acutely aware of regional operational differences. We therefore recommend the use of the Planning Region Rating System, effective January 1, 1998, as used in the CHOICE Manual. We are suggesting that the regional indices be factored with the \$38.31 increase as specified in **Appendix B**.

(2) any negotiated extraordinary ADL or cognitive needs: We define extraordinary ADL or cognitive needs as... "additional resident needs that are contracted for based on the orders of the resident's physician or other professional." Our base day rate recommendation recognizes the need for, and includes support of, all ADLs at a minimal level. Recommendations on FLAT RATE supplements for extraordinary ADL or cognitive needs are specified in **Appendix C** of this document in a chart format for easy review.

Additional Issues for Review and Consideration

The RFP specified a wide range of considerations in completing the report. While most have been included in the previous section, we feel comfortable in being as specific as possible to the issues identified. Our comments again reflect comprehensive research as noted in our References Section, on-site observations, discussions and data review, and subsequent Team analysis and consensus.

1. We define extraordinary ADL or cognitive needs as... "additional resident needs that are contracted for based on the orders of the resident's physician or other professional." This process forces a professional judgment and minimizes potential conflict and confusion between the owner/providers and different care coordinators.
2. Our base-rate recommendation reflects an understanding that minimal support for ADLs is included. The State should be prepared to provide on-going education and training to address "aging in place and decompensation" considerations during this process for the next several years. Exceptionalities and additional negotiating are predicated on a professional recommendation and can be valued along a codified model similar to those used in the insurance industry. Further discussion is possible in Phase II of this project.
3. Based on the financial data secured, it is the consensus of our team that with reasonable fiscal planning and operational skills, the base rate recommended will ensure a viable business venture. Based on the 1998 costs, we suggest that a Social Security Cost of Living Index be applied to the base rate to keep it current with inflation costs. This should be addressed in enabling legislation with an annual update. As stated earlier, there are owner/operators who could presently benefit through training programs to help them increase their business skills and processes.
4. The vast majority of owner/operators view the services and supports delivered by the DSS and DMHDD to their clients and facilities as inequitable. In order for both a perceived and/or real equitable delivery of services to all Alaska residents and facilities, the DSS and DMHDD should commit time and resources to clarify mutual

responsibilities, share operational information, and model activities that will create a sense of team. All State staff should participate in these activities.

5. Any discussions of alternative strategies for improved diagnosis and recommendations which might affect rates presupposes a present system perceived to be fair and equitable. Based on our discussions and interactions, issues around State departments' supports and care coordinators strongly suggests that education and training programs should be planned to ensure that all supports provided for assisted living facilities and residents are seen as complementary rather than separate. The range of experience and quality of care coordinators was discussed at every on-site session. The owner/operators of the smaller DMHDD facilities represented were especially critical of the care coordinators who they feel favor the "larger facilities owned by their (care coordinators) employers." Whether this is the case, the issues of perceived inequities must be addressed. Care coordinators, regardless of their employers, must also meet performance standards and participate in training and education programs with owner/operators and state staff.

Special note: The State of Alaska provides a substantial amount of good information, and resources to support its programs. In order to maximize effective and efficient delivery of these services, all involved must demonstrate understanding of their mutual and complementary responsibilities for the residents. The leaders of the Divisions are committed to providing the professional development activities to ensure a uniform, commonality of purpose. Some professional development programs should include activities that demonstrate and support collaboration, help to define and clarify common mutual expectations, and develop operational strategies which ensures better integration of services delivered by all.

6. After reviewing the negotiated A&G materials and process, and our subsequent interviews with owner/operators and staff, we feel that (a) the process does not provide financial support for the smaller providers (IRM) referenced in this project; (b) is often used to compensate for resident support "not covered" in a care plan; and (c) may not be necessary if the new rate process suggested is implemented properly. We feel that future departmental plans should continue to have "safe guards" to

access financial support for exceptional needs. This should be combined with the larger goal of making all mon'ies available equitably to clients in need of services regardless of size or type of the facility.

Under Consideration "Changes to Alaska Administrative Codes"

(including Alaska Statutes Supplement 47.30.915)

Title 47. Welfare, Social Services and Institutions

Chapter 47.33 Assisted Living Homes

Chapter 33 Assisted Living Homes.

Section 47.33.005 (Add) To designate free standing owner operated assisted living facilities with 15 beds or less Independent Residential Models (IRM)

Section 47.33.010 Applicability (a) Except as provided in (b) of this section, this Chapter applies to residential facilities operated in the state that serve one or more adult(s) who is (are) not related to the owner of the facility by blood or marriage.

Section 47.33. (Add where appropriate) Training for Employees. (a) An assisted living home may not employ any individual as a personal care attendant or any other direct care worker who has not completed a certified Nurses Aid (CNA) program, personal care attendant (PCA) program, or other similar certifiable training program. Provisional employment of up to 120 days is permitted if the uncertified employee is enrolled in a CNA or similar training program. Extensions may be granted if training is not provided in a given area during that period of time.

Chapter 75

Section 7AAC 75.060 (Add) (c) During the time that the Probationary License is in effect one person, who will be considered the "person-in-charge," must complete a

certifiable formal training program that focuses on Business Skills (e.g. Marketing, Fiscal Management, Human Resources) as well as Residents' need (E.G.) Nutrition, Med. Management, Housekeeping, Fire and Disaster Safety.) This training must be completed before a Standard License is issued.

Section 7AAC 75.070 (Add) (c) Any assisted living home holding a Standard License must have at least one person who has completed a program as in 7AAC 75.060. (c) and that person must complete 36 hours of on-going certifiable training within 3 years to maintain their formal Training Certification.

Phase II

- **Recommended Base Rate increment** will preclude any need to calculate individual rates for individual facilities. The new base rate is assigned to the resident/client and will be constant in any facility. Any modification is by the use of the Planning Region Rating System, effective January 1, 1998, as used in the CHOICE Manual. **(Appendix B)**
- **Extraordinary ADL or cognitive needs are determined by** the orders of the resident's physician or other professional. Our FLAT RATE supplements may be used up to the \$22 maximum identified. The recommendations reflect the data and information collected, our professional experiences, and calculations to ensure both adequate services and viable business operations. Any needs above the new base rate and ADL maximum will necessitate a reassessment of the client's needs with reference to higher levels of service and possible alternative placement. **(Appendix C)**



Service Principles

The Division of Mental Health and Developmental Disabilities adopted the following combined service principles in December of 1997. These principles reflect the approach of both the Developmental Disabilities and Mental Health sections to providing services in Alaska.

- Individuals are actively involved in and determine the design and implementation of their service plan.
- Individuals have access to a system of comprehensive and integrated community-based services.
- Services promote natural and community supports including family, friends and other citizens.
- Services are relevant to the individual's age, abilities and life goals.
- Services demonstrate respect for the rights and dignity of all individuals.
- Services incorporate the culture and value system of the individual.
- Individual choice, satisfaction, safety and positive outcomes are the focus of services.
- Individuals are offered the support and services necessary to be successful where they live, work and play.
- Services are designed to foster communities where all members are included, respected and valued.

Appendix B

Planning Region Rate System,
Effective January 1, 1998 in the
CHOICE Manual

EXAMPLE (using \$33.95 as the Day Rate)

DSS Planning Region Rate	Increase to Day Rate	New Rate
ANCHORAGE (index 1.00)	38.31	72.26
SOUTHCENTRAL (index 1.04)	39.84	73.79
SOUTHEAST (index 1.00)	38.31	72.26
INTERIOR (index 1.15)	44.06	78.01
SOUTHWEST (index 1.33)	50.95	84.90
NORTHWEST (index 1.38)	52.87	86.82

Appendix C

1. ADL Supports included with ALASKA Base Rate Increment
2. Per day supplement for Exceptionalities to base ADL supports

ADLs Support	1. Included in Base Rate	2. "Exceptionalities"
Eating Cueing, cutting and feeding	Helping up to... 30 minutes per meal	With Doctor's order Supplement of... \$5.00 per day
Bathing Cueing, observation, bathing and hygienics	20 - 40 minutes per	\$3.00 per day
Dressing Cueing, additional time with dressing and/or undressing	15 minutes per	\$3.00 per day
Transferring Cueing, in or out of bed, moving place to place	80% self sufficient	\$3.00 per day
Toileting Cueing, assistance with clothing, and hygienics	10 minutes per	\$5.00 per day
Medication Oversight Cueing, anything allowed by Alaska regulations	10 minutes per	\$3.00 per day

Notes:

Maximum per day for "Exceptionalities" is \$22.00

Any needs beyond the new base rate and maximum ADL Flat Rate supplements will necessitate a total case review to assess proper placement

These figures reflect the proper ratios established with reference to applicable higher level of services

Maximum supplement of \$22.00

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- United States General Accounting Office. Supplemental Security Income - Growth and Changes in Recipient Population Call for Reexamining Program. July, 1995.
- University of Puget Sound, School of Occupational Therapy and Physical Therapy. Gerontology Manual-22. 1996. (online) down load September, 1998.

ALASKA RATE STUDY REPORT
December 1998

Summary Data and Information
with 6 Scenarios
to validate the
Recommended Base Rate Increment

Prepared by
Assisted Living Training Institute, LLC
New Haven, Connecticut

Scenario #1

2 residents at \$73.31 per Day X 30.4 Days

ASSISTED LIVING TRAINING INSTITUTE ALASKA RATE STUDY

AKPRL2 Page 1
 Pay Period 30.4 DAYS
 Shifts 1-1-0 sleeping
 1 to 2 16 hrs per Day

ALTI ALASKA RATE STUDY
 WEEKLY PAYROLL PLANNER with MONTHLY TOTALS
 (EXAMPLE PLAN)

2 Residents at \$73.31 per Day X 30.4 Days

12 hours required, 1/2 person assist 124 active										64 hours of payroll No Awake Night Staff					
Licensed Beds	Weekly	Rate	Base Pay	O.T.	O.T.	O.T.	Gross	Taxes	Weekly	4.3 Weeks	Monthly	Monthly	Monthly	Monthly	Percent
Facility One	# Hrs	of Pay	Hours	Hours	Rate	Total		Benefits	Payroll	In Month	Cost	Budget	Income	Payroll	Of Income
EMPLOYEE NAME									Cost						
1 PT	24	\$9.13	\$219.12		\$13.70	\$0.00	\$219.12	110%	\$241.03	4.3	\$1,036.44		\$4,468.00	\$2,764	62.00%
	0	\$9.13	\$0.00		\$13.70	\$0.00	\$0.00	110%	\$0.00	4.3	\$0.00				
IFTE	40	\$9.13	\$365.20		\$13.70	\$0.00	\$365.20	110%	\$401.72	4.3	\$1,727.40				
	0	\$9.13	\$0.00		\$13.70	\$0.00	\$0.00	110%	\$0.00	4.3	\$0.00				
	0	\$9.13	\$0.00		\$13.70	\$0.00	\$0.00	110%	\$0.00	4.3	\$0.00				
REQUIRED 60 Hrs of			\$0.00			\$0.00	\$0.00	110%	\$0.00	4.3	\$0.00				
Unpaid Provider Time			\$0.00			\$0.00	\$0.00	110%	\$0.00	4.3	\$0.00				
Plus night sleep hrs.			\$0.00			\$0.00	\$0.00	110%	\$0.00	4.3	\$0.00				
Total Facility Hours	64			0		\$0.00	\$684.32	110%	\$842.76	4.3	\$2,763.83	\$2,766.00			62.00%
124 hours of active coverage. Plus covering sleeping hours 7 nights per week (56 hours)										Under / Over Budget		(\$1.17)			

ASSISTED LIVING TRAINING INSTITUTE - SAMPLE INCOME & EXPENSE STATEMENT FOR 2 PEOPLE AT BASIC \$73.31 DAILY RATE

ARSI&E2 Page 1
 ALASKA RATE STUDY FORM 1
 EXAMPLE 2 BED FACILITY

MONTHLY INCOME & EXPENSE REPORT
 2 RESIDENTS AT BASE RATE OF \$73.31 PER DAY

ITEM	Month 1	Month 2	Month 3	Month 4	Month 5	Month 6	Month 7	Month 8	Month 9	Month 10	Month 11	Month 12	TOTAL	
Income	4,458	4,458	4,458	4,458	4,458	4,458	4,458	4,458	4,458	4,458	4,458	4,458	53,496	
Number of Residents	2	2	2	2	2	2	2	2	2	2	2	2	24	
Average Rate	2,229	2,229	2,229	2,229	2,229	2,229	2,229	2,229	2,229	2,229	2,229	2,229	2,229	
days per month	30.4	30.4	30.4	30.4	30.4	30.4	30.4	30.4	30.4	30.4	30.4	30.4	30.4	
Rev. Per day Per client	73.32	73.32	73.32	73.32	73.32	73.32	73.32	73.32	73.32	73.32	73.32	73.32	73.32	
% of Payroll [Base]	56.37%	56.37%	56.37%	56.37%	56.37%	56.37%	56.37%	56.37%	56.37%	56.37%	56.37%	56.37%		
Payroll Before Benefits	2,513	2,513	2,513	2,513	2,513	2,513	2,513	2,513	2,513	2,513	2,513	2,513	30,156	56.37%
% for Taxes & Benefits	5.63%	5.63%	5.63%	5.63%	5.63%	5.63%	5.63%	5.63%	5.63%	5.63%	5.63%	5.63%		
Payroll Tax & Benefits	251	251	251	251	251	251	251	251	251	251	251	251	3,012	5.63%
Total Payroll	2,764	2,764	2,764	2,764	2,764	2,764	2,764	2,764	2,764	2,764	2,764	2,764	33,168	62.00%
Total Payroll Per Day	90.92	90.92	90.92	90.92	90.92	90.92	90.92	90.92	90.92	90.92	90.92	90.92		
Payroll Per Day/Client	45.46	45.46	45.46	45.46	45.46	45.46	45.46	45.46	45.46	45.46	45.46	45.46		
% Food / P.S.	16.64%	8.00%	8.00%	8.00%	8.00%	8.00%	8.00%	8.00%	8.00%	8.00%	8.00%	8.00%		
Food/PS/Per Month	742	742	742	742	742	742	742	742	742	742	742	742	8,904	16.64%
Food/ P.S. Per Day	24.41	24.41	24.41	24.41	24.41	24.41	24.41	24.41	24.41	24.41	24.41	24.41		
Cost Per Client	12.20	12.20	12.20	12.20	12.20	12.20	12.20	12.20	12.20	12.20	12.20	12.20		
25Yr. \$250,000 at 8.25%														
% for Lease/ Mtg.	44.21%	44.21%	44.21%	44.21%	44.21%	44.21%	44.21%	44.21%	44.21%	44.21%	44.21%	44.21%		
Lease/ Mortgage	1,971	1,971	1,971	1,971	1,971	1,971	1,971	1,971	1,971	1,971	1,971	1,971	23,652	44.21%
Cost Per Day	64.84	64.84	64.84	64.84	64.84	64.84	64.84	64.84	64.84	64.84	64.84	64.84		
Cost Per Client	32.42	32.42	32.42	32.42	32.42	32.42	32.42	32.42	32.42	32.42	32.42	32.42		
% T / L / Dues & Fees	1.88%	1.88%	1.88%	1.88%	1.88%	1.88%	1.88%	1.88%	1.88%	1.88%	1.88%	1.88%		
Taxes/ Licenses/ Dues	84	84	84	84	84	84	84	84	84	84	84	84	1,008	1.88%
Cost Per Day	2.76	2.76	2.76	2.76	2.76	2.76	2.76	2.76	2.76	2.76	2.76	2.76		
Cost Per client	1.38	1.38	1.38	1.38	1.38	1.38	1.38	1.38	1.38	1.38	1.38	1.38		
% Insurance	7.78%	7.78%	7.78%	7.78%	7.78%	7.78%	7.78%	7.78%	7.78%	7.78%	7.78%	7.78%		
All Insurance	347	347	347	347	347	347	347	347	347	347	347	347	4,164	7.78%
Cost Per day	11.41	11.41	11.41	11.41	11.41	11.41	11.41	11.41	11.41	11.41	11.41	11.41		
Cost Per Client	5.71	5.71	5.71	5.71	5.71	5.71	5.71	5.71	5.71	5.71	5.71	5.71		

ASSISTED LIVING TRAINING INSTITUTE - SAMPLE INCOME & EXPENSE STATEMENT FOR 2 PEOPLE AT BASIC \$73.31 DAILY RATE

ARS&E2 Page 2
 ALASKA RATE STUDY FORM 1
 EXAMPLE 2 BED FACILITY

MONTHLY INCOME & EXPENSE REPORT
 2 RESIDENTS AT BASE RATE OF \$73.31 PER DAY

ITEM	Month 1	Month 2	Month 3	Month 4	Month 5	Month 6	Month 7	Month 8	Month 9	Month 10	Month 11	Month 12	TOTAL	
% Repairs/Maintenance	5.92%	5.92%	5.92%	5.92%	5.92%	5.92%	5.92%	5.92%	5.92%	5.92%	5.92%	5.92%		
Repairs/Maintenance	264	264	264	264	264	264	264	264	264	264	264	264	3,169	5.92%
Cost per Day	0.00	8.68	8.68	8.68	8.68	8.68	8.68	8.68	8.68	8.68	8.68	8.68		
Cost per Client	0.00	4.34	4.34	4.34	4.34	4.34	4.34	4.34	4.34	4.34	4.34	4.34		
% Utilities	3.90%	3.90%	3.90%	3.90%	3.90%	3.90%	3.90%	3.90%	3.90%	3.90%	3.90%	3.90%		
Total All Utilities	612	612	612	612	612	612	612	612	612	612	612	612	7,344	13.73%
Cost Per Day	20.13	20.13	20.13	20.13	20.13	20.13	20.13	20.13	20.13	20.13	20.13	20.13		
Cost Per Client	10.07	10.07	10.07	10.07	10.07	10.07	10.07	10.07	10.07	10.07	10.07	10.07		
% Client Transportation	9.58%	9.58%	9.58%	9.58%	9.58%	9.58%	9.58%	9.58%	9.58%	9.58%	9.58%	9.58%		
Automobile Expense	427	427	427	427	427	427	427	427	427	427	427	427	5,124	9.58%
Cost Per Day	14.05	14.05	14.05	14.05	14.05	14.05	14.05	14.05	14.05	14.05	14.05	14.05		
Cost Per Client	7.02	7.02	7.02	7.02	7.02	7.02	7.02	7.02	7.02	7.02	7.02	7.02		
% Business Travel	1.40%	1.40%	1.40%	1.40%	1.40%	1.40%	1.40%	1.40%	1.40%	1.40%	1.40%	1.40%		
Business Travel	92	92	92	92	92	92	92	92	92	92	92	92	1,104	2.06%
Cost Per Day	3.03	3.03	3.03	3.03	3.03	3.03	3.03	3.03	3.03	3.03	3.03	3.03		
Cost Per Client	1.51	1.51	1.51	1.51	1.51	1.51	1.51	1.51	1.51	1.51	1.51	1.51		
% Medical Supplies	2.56%	2.56%	2.56%	2.56%	2.56%	2.56%	2.56%	2.56%	2.56%	2.56%	2.56%	2.56%		
Medical Supplies	114	114	114	114	114	114	114	114	114	114	114	114	1,368	2.56%
Cost Per Day	3.75	3.75	3.75	3.75	3.75	3.75	3.75	3.75	3.75	3.75	3.75	3.75		
Cost Per Client	1.88	1.88	1.88	1.88	1.88	1.88	1.88	1.88	1.88	1.88	1.88	1.88		
% Staff Education	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%		
Staff Education	38	38	38	38	38	38	38	38	38	38	38	38	456	0.85%
Cost Per Day	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25		
Cost Per Client	0.63	0.63	0.63	0.63	0.63	0.63	0.63	0.63	0.63	0.63	0.63	0.63		
% Professional Fees	2.33%	2.33%	2.33%	2.33%	2.33%	2.33%	2.33%	2.33%	2.33%	2.33%	2.33%	2.33%		
Nurse Delegation & Con.	104	104	104	104	104	104	104	104	104	104	104	104	1,248	2.33%
Cost Per Day	3.42	3.42	3.42	3.42	3.42	3.42	3.42	3.42	3.42	3.42	3.42	3.42		
Cost Per Client	1.71	1.71	1.71	1.71	1.71	1.71	1.71	1.71	1.71	1.71	1.71	1.71		

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 ALASKA RATE STUDY FORM 1
 EXAMPLE 2 BED FACILITY

MONTHLY INCOME & EXPENSE REPORT
 2 RESIDENTS AT BASE RATE OF \$73.31 PER DAY

ITEM	Month 1	Month 2	Month 3	Month 4	Month 5	Month 6	Month 7	Month 8	Month 9	Month 10	Month 11	Month 12	TOTAL	
% Patient Refunds	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%		
Patient Refunds	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00%
Cost Per Day	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		
Cost Per Client	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		
% Office Expense	0.96%	0.96%	0.96%	0.96%	0.96%	0.96%	0.96%	0.96%	0.96%	0.96%	0.96%	0.96%		
Office Expense	43	43	43	43	43	43	43	43	43	43	43	43	516	0.96%
Cost Per Day	1.41	1.41	1.41	1.41	1.41	1.41	1.41	1.41	1.41	1.41	1.41	1.41		
Cost Per Client	0.71	0.71	0.71	0.71	0.71	0.71	0.71	0.71	0.71	0.71	0.71	0.71		
% Miscellaneous	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%		
Miscellaneous	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00%
Cost Per Day	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		
Cost Per Client	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		
% Business Loans	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%		
Business Loans	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00%
Cost Per Day	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		
Cost Per Client	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		
Depreciation & Amort.	13.08%	13.08%	13.08%	13.08%	13.08%	13.08%	13.08%	13.08%	13.08%	13.08%	13.08%	13.08%		
Depreciation & Amort	583	583	583	583	583	583	583	583	583	583	583	583	6,996	13.08%
Cost Per Day	19.18	19.18	19.18	19.18	19.18	19.18	19.18	19.18	19.18	19.18	19.18	19.18		
Cost Per Client	9.59	9.59	9.59	9.59	9.59	9.59	9.59	9.59	9.59	9.59	9.59	9.59		
% Advertising	2.65%	2.65%	2.65%	2.65%	2.65%	2.65%	2.65%	2.65%	2.65%	2.65%	2.65%	2.65%		
Advertising	59	59	59	59	59	59	59	59	59	59	59	59	708	1.32%
Cost Per Day	1.94	1.94	1.94	1.94	1.94	1.94	1.94	1.94	1.94	1.94	1.94	1.94		
Cost Per Client	0.97	0.97	0.97	0.97	0.97	0.97	0.97	0.97	0.97	0.97	0.97	0.97		
Total Cost of Operation	8,244	8,244	8,244	8,244	8,244	8,244	8,244	8,244	8,244	8,244	8,244	8,244	98,929	179.00%
Pre Tax Profit / Loss	(3,786)	(3,786)	(3,786)	(3,786)	(3,786)	(3,786)	(3,786)	(3,786)	(3,786)	(3,786)	(3,786)	(3,786)	(45,432)	
Per-Cent Totals	184.93%	184.93%	184.93%	184.93%	184.93%	184.93%	184.93%	184.93%	184.93%	184.93%	184.93%	184.93%	184.93%	
	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	
Per-Cent Profit (Loss)	-84.93%	-84.93%	-84.93%	-84.93%	-84.93%	-84.93%	-84.93%	-84.93%	-84.93%	-84.93%	-84.93%	-84.93%	-84.93%	-84.93%
Total Income													53,496	
													(LOSS) -84.93%	(45,432)
													Average Gross Monthly Income	4,458

Scenario #2

2 residents at \$73.31 per Day plus ADL Extraordinary Rate

ASSISTED LIVING TRAINING INSTITUTE - SAMPLE INCOME & EXPENSE STATEMENT FOR 2 PEOPLE AT BASIC \$73 31 DAILY RATE

ARSI&E2 Page 1-6
ALASKA RATE STUDY FORM 1
EXAMPLE 2 BED FACILITY

MONTHLY INCOME & EXPENSE REPORT

2 RESIDENTS AT BASE RATE OF \$73 31 PER DAY PLUS \$22 62 ADL EXTRAORDINARY RATE OR \$95 93 PER DAY

ITEM	Month 1	Month 2	Month 3	Month 4	Month 5	Month 6	Month 7	Month 8	Month 9	Month 10	Month 11	Month 12	TOTAL	
Income	5,832	5,832	5,832	5,832	5,832	5,832	5,832	5,832	5,832	5,832	5,832	5,832	69,984	
Number of Residents	2	2	2	2	2	2	2	2	2	2	2	2	24	
Average Rate	2,916	2,916	2,916	2,916	2,916	2,916	2,916	2,916	2,916	2,916	2,916	2,916	2,916	
days per month	30.4	30.4	30.4	30.4	30.4	30.4	30.4	30.4	30.4	30.4	30.4	30.4	30.4	
Rev. Per day Per client	95.92	95.92	95.92	95.92	95.92	95.92	95.92	95.92	95.92	95.92	95.92	95.92	95.92	
% of Payroll (Base)	86.16%	86.16%	86.16%	86.16%	86.16%	86.16%	86.16%	86.16%	86.16%	86.16%	86.16%	86.16%		
Payroll Before Benefits	5,025	5,025	5,025	5,025	5,025	5,025	5,025	5,025	5,025	5,025	5,025	5,025	60,300	86.16%
% for Taxes & Benefits	8.62%	8.62%	8.62%	8.62%	8.62%	8.62%	8.62%	8.62%	8.62%	8.62%	8.62%	8.62%		
Payroll Tax & Benefits	503	503	503	503	503	503	503	503	503	503	503	503	6,036	8.62%
Total Payroll	5,528	5,528	5,528	5,528	5,528	5,528	5,528	5,528	5,528	5,528	5,528	5,528	66,336	94.79%
Total Payroll Per Day	181.84	181.84	181.84	181.84	181.84	181.84	181.84	181.84	181.84	181.84	181.84	181.84		
Payroll Per Day/Client	90.92	90.92	90.92	90.92	90.92	90.92	90.92	90.92	90.92	90.92	90.92	90.92		
% Food / P.S.	12.72%	8.00%	8.00%	8.00%	8.00%	8.00%	8.00%	8.00%	8.00%	8.00%	8.00%	8.00%		
Food/PS/Per Month	742	742	742	742	742	742	742	742	742	742	742	742	8,904	12.72%
Food/ P.S. Per Day	24.41	24.41	24.41	24.41	24.41	24.41	24.41	24.41	24.41	24.41	24.41	24.41		
Cost Per Client	12.20	12.20	12.20	12.20	12.20	12.20	12.20	12.20	12.20	12.20	12.20	12.20		
25Yr. \$250,000 at 8.25%														
% for Lease/ Mtg.	33.80%	33.80%	33.80%	33.80%	33.80%	33.80%	33.80%	33.80%	33.80%	33.80%	33.80%	33.80%		
Lease/ Mortgage	1,971	1,971	1,971	1,971	1,971	1,971	1,971	1,971	1,971	1,971	1,971	1,971	23,652	33.80%
Cost Per Day	64.84	64.84	64.84	64.84	64.84	64.84	64.84	64.84	64.84	64.84	64.84	64.84		
Cost Per Client	32.42	32.42	32.42	32.42	32.42	32.42	32.42	32.42	32.42	32.42	32.42	32.42		
% T / L / Dues & Fees	1.44%	1.44%	1.44%	1.44%	1.44%	1.44%	1.44%	1.44%	1.44%	1.44%	1.44%	1.44%		
Taxes/ Licenses/ Dues	84	84	84	84	84	84	84	84	84	84	84	84	1,008	1.44%
Cost Per Day	2.76	2.76	2.76	2.76	2.76	2.76	2.76	2.76	2.76	2.76	2.76	2.76		
Cost Per client	1.38	1.38	1.38	1.38	1.38	1.38	1.38	1.38	1.38	1.38	1.38	1.38		
% Insurance	5.95%	5.95%	5.95%	5.95%	5.95%	5.95%	5.95%	5.95%	5.95%	5.95%	5.95%	5.95%		
All Insurance	347	347	347	347	347	347	347	347	347	347	347	347	4,164	5.95%
Cost Per day	11.41	11.41	11.41	11.41	11.41	11.41	11.41	11.41	11.41	11.41	11.41	11.41		
Cost Per Client	5.71	5.71	5.71	5.71	5.71	5.71	5.71	5.71	5.71	5.71	5.71	5.71		

ASSISTED LIVING TRAINING INSTITUTE - SAMPLE INCOME & EXPENSE STATEMENT FOR 2 PEOPLE AT BASIC \$73.31 DAILY RATE

ARSI&E2 Page 2-7
 ALASKA RATE STUDY FORM 1
 EXAMPLE 2 BED FACILITY

MONTHLY INCOME & EXPENSE REPORT
 2 RESIDENTS AT BASE RATE OF \$73.31 PER DAY PLUS \$22.62 ADL EXTRAORDINARY RATE OR \$95.93 PER DAY

ITEM	Month 1	Month 2	Month 3	Month 4	Month 5	Month 6	Month 7	Month 8	Month 9	Month 10	Month 11	Month 12	TOTAL	
% Repairs/Maintenance	4.53%	4.53%	4.53%	4.53%	4.53%	4.53%	4.53%	4.53%	4.53%	4.53%	4.53%	4.53%		
Repairs/Maintenance	264	264	264	264	264	264	264	264	264	264	264	264	3,169	4.53%
Cost per Day	0.00	8.68	8.68	8.68	8.68	8.68	8.68	8.68	8.68	8.68	8.68	8.68		
Cost per Client	0.00	4.34	4.34	4.34	4.34	4.34	4.34	4.34	4.34	4.34	4.34	4.34		
% Utilities	3.90%	3.90%	3.90%	3.90%	3.90%	3.90%	3.90%	3.90%	3.90%	3.90%	3.90%	3.90%		
Total All Utilities	612	612	612	612	612	612	612	612	612	612	612	612	7,344	10.49%
Cost Per Day	20.13	20.13	20.13	20.13	20.13	20.13	20.13	20.13	20.13	20.13	20.13	20.13		
Cost Per Client	10.07	10.07	10.07	10.07	10.07	10.07	10.07	10.07	10.07	10.07	10.07	10.07		
% Client Transportation	7.32%	7.32%	7.32%	7.32%	7.32%	7.32%	7.32%	7.32%	7.32%	7.32%	7.32%	7.32%		
Automobile Expense	427	427	427	427	427	427	427	427	427	427	427	427	5,124	7.32%
Cost Per Day	14.05	14.05	14.05	14.05	14.05	14.05	14.05	14.05	14.05	14.05	14.05	14.05		
Cost Per Client	7.02	7.02	7.02	7.02	7.02	7.02	7.02	7.02	7.02	7.02	7.02	7.02		
% Business Travel	1.40%	1.40%	1.40%	1.40%	1.40%	1.40%	1.40%	1.40%	1.40%	1.40%	1.40%	1.40%		
Business Travel	92	92	92	92	92	92	92	92	92	92	92	92	1,104	1.58%
Cost Per Day	3.03	3.03	3.03	3.03	3.03	3.03	3.03	3.03	3.03	3.03	3.03	3.03		
Cost Per Client	1.51	1.51	1.51	1.51	1.51	1.51	1.51	1.51	1.51	1.51	1.51	1.51		
% Medical Supplies	1.95%	1.95%	1.95%	1.95%	1.95%	1.95%	1.95%	1.95%	1.95%	1.95%	1.95%	1.95%		
Medical Supplies	114	114	114	114	114	114	114	114	114	114	114	114	1,368	1.95%
Cost Per Day	3.75	3.75	3.75	3.75	3.75	3.75	3.75	3.75	3.75	3.75	3.75	3.75		
Cost Per Client	1.88	1.88	1.88	1.88	1.88	1.88	1.88	1.88	1.88	1.88	1.88	1.88		
% Staff Education	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%		
Staff Education	38	38	38	38	38	38	38	38	38	38	38	38	456	0.65%
Cost Per Day	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25		
Cost Per Client	0.63	0.63	0.63	0.63	0.63	0.63	0.63	0.63	0.63	0.63	0.63	0.63		
% Professional Fees	1.78%	1.78%	1.78%	1.78%	1.78%	1.78%	1.78%	1.78%	1.78%	1.78%	1.78%	1.78%		
Nurse Delegation & Con.	104	104	104	104	104	104	104	104	104	104	104	104	1,248	1.78%
Cost Per Day	3.42	3.42	3.42	3.42	3.42	3.42	3.42	3.42	3.42	3.42	3.42	3.42		
Cost Per Client	1.71	1.71	1.71	1.71	1.71	1.71	1.71	1.71	1.71	1.71	1.71	1.71		

ASSISTED LIVING TRAINING INSTITUTE - SAMPLE INCOME & EXPENSE STATEMENT FOR 2 PEOPLE AT BASIC \$73.31 DAILY RATE

ARSI&E2 Page 3-8
 ALASKA RATE STUDY FORM 1
 EXAMPLE 2 BED FACILITY

MONTHLY INCOME & EXPENSE REPORT

2 RESIDENTS AT BASE RATE OF \$73.31 PER DAY PLUS \$22.62 ADL EXTRAORDINARY RATE OR \$95.93 PER DAY

ITEM	Month 1	Month 2	Month 3	Month 4	Month 5	Month 6	Month 7	Month 8	Month 9	Month 10	Month 11	Month 12	TOTAL	
%Patient Refunds	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%		
Patient Refunds	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00%
Cost Per Day	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		
Cost Per Client	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		
% Office Expense	0.74%	0.74%	0.74%	0.74%	0.74%	0.74%	0.74%	0.74%	0.74%	0.74%	0.74%	0.74%		
Office Expense	43	43	43	43	43	43	43	43	43	43	43	43	516	0.74%
Cost Per Day	1.41	1.41	1.41	1.41	1.41	1.41	1.41	1.41	1.41	1.41	1.41	1.41		
Cost Per Client	0.71	0.71	0.71	0.71	0.71	0.71	0.71	0.71	0.71	0.71	0.71	0.71		
%Miscellaneous	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%		
Miscellaneous	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00%
Cost Per Day	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		
Cost Per Client	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		
% Business Loans	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%		
Business Loans	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00%
Cost Per Day	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		
Cost Per Client	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		
Depreciation & Amort.	10.00%	10.00%	10.00%	10.00%	10.00%	10.00%	10.00%	10.00%	10.00%	10.00%	10.00%	10.00%		
Depreciation & Amort.	583	583	583	583	583	583	583	583	583	583	583	583	6,996	10.00%
Cost Per Day	19.18	19.18	19.18	19.18	19.18	19.18	19.18	19.18	19.18	19.18	19.18	19.18		
Cost Per Client	9.59	9.59	9.59	9.59	9.59	9.59	9.59	9.59	9.59	9.59	9.59	9.59		
%Advertising	2.02%	2.02%	2.02%	2.02%	2.02%	2.02%	2.02%	2.02%	2.02%	2.02%	2.02%	2.02%		
Advertising	59	59	59	59	59	59	59	59	59	59	59	59	708	1.01%
Cost Per Day	1.94	1.94	1.94	1.94	1.94	1.94	1.94	1.94	1.94	1.94	1.94	1.94		
Cost Per Client	0.97	0.97	0.97	0.97	0.97	0.97	0.97	0.97	0.97	0.97	0.97	0.97		
Total Cost of Operation	11,008	11,008	11,008	11,008	11,008	11,008	11,008	11,008	11,008	11,008	11,008	11,008	132,097	184.22%
Pre Tax Profit / Loss	(5,176)	(5,176)	(5,176)	(5,176)	(5,176)	(5,176)	(5,176)	(5,176)	(5,176)	(5,176)	(5,176)	(5,176)	(62,112)	
Per-Cent Totals	188.75%	188.75%	188.75%	188.75%	188.75%	188.75%	188.75%	188.75%	188.75%	188.75%	188.75%	188.75%	188.75%	
	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	
Per-Cent Profit (LOSS)	-88.75%	-88.75%	-88.75%	-88.75%	-88.75%	-88.75%	-88.75%	-88.75%	-88.75%	-88.75%	-88.75%	-88.75%	-88.75%	-88.75%
Total Income													69,984	
													(62,113)	(LOSS) -88.75%
													5,832	Average Gross Monthly Income

Scenario #3

5 residents at \$73.31 per Day X 30.4 Days

ASSISTED LIVING TRAINING INSTITUTE ALASKA RATE STUDY

AKPRLRS WKS Page 1
 For Month of
 Date Submitted
 Pay Period 30 4 DAYS

ALTI ALASKA RATE STUDY
 WEEKLY PAYROLL PLANNER with MONTHLY TOTALS
 (EXAMPLE PLAN)

6 Residents at \$73.31 per Day X 30.4 Days

Licensed Beds 5		Weekly	Rate	Base Pay	OT	OT	OT		Weekly	108 hours of payroll No Awake Night Staff				
Facility One	# Hrs	of Pay	Hours	Hours	Rate	Total	Gross	Taxes	Payroll	4 3Week:	Monthly	Monthly	Monthly	Monthly
EMPLOYEE NAME								Benefits	Cost	In Month	Cost	Budget	Income	Payroll
1 PT	24	\$9 13	\$219 12		\$13 70	\$0 00	\$219 12	110%	\$241 03	4 3	\$1,036.44		\$11,143.00	\$4,750
	0	\$9 13	\$0 00		\$13 70	\$0 00	\$0 00	110%	\$0 00	4 3	\$0.00			
1 FTE	40	\$9 13	\$365 20	4	\$13 70	\$54 80	\$420 00	110%	\$462 00	4 3	\$1,986.60			
1 FTE	40	\$9 13	\$365 20		\$13 70	\$0 00	\$365 20	110%	\$401 72	4 3	\$1,727.40			
	0	\$9 13	\$0 00		\$13 70	\$0 00	\$0 00	110%	\$0 00	4 3	\$0.00			
Possible 40 Hrs of			\$0 00			\$0 00	\$0 00	110%	\$0 00	4 3	\$0.00			
Unpaid Provider Time			\$0 00			\$0 00	\$0 00	110%	\$0 00	4 3	\$0.00			
			\$0 00			\$0 00	\$0 00	110%	\$0 00	4 3	\$0.00			
Total Facility Hours	104		\$949.52	4		\$54.80	\$1,004.32	110%	\$1,104.75	4.3	\$4,750.43	\$4,791.49	43% of Income	

ASSISTED LIVING TRAINING INSTITUTE - SAMPLE INCOME & EXPENSE STATEMENT FOR 5 PEOPLE AT BASIC \$73.31 DAILY RATE

ARSI&E Page 1
ALASKA RATE STUDY FORM 1
EXAMPLE 5 TO 6 BED

MONTHLY INCOME & EXPENSE REPORT
5 RESIDENTS AT BASE RATE OF \$73.31 PER DAY

ITEM	Month 1	Month 2	Month 3	Month 4	Month 5	Month 6	Month 7	Month 8	Month 9	Month 10	Month 11	Month 12	TOTAL	
Income	11,143	11,143	11,143	11,143	11,143	11,143	11,143	11,143	11,143	11,143	11,143	11,143	133,716	
Number of Residents	5	5	5	5	5	5	5	5	5	5	5	5	60	
Average Rate	2,229	2,229	2,229	2,229	2,229	2,229	2,229	2,229	2,229	2,229	2,229	2,229	2,229	
days per month	30.4	30.4	30.4	30.4	30.4	30.4	30.4	30.4	30.4	30.4	30.4	30.4	30.4	
Rev. Per day Per client	73.31	73.31	73.31	73.31	73.31	73.31	73.31	73.31	73.31	73.31	73.31	73.31	73.31	
% of Payroll [Base]	38.75%	38.75%	38.75%	38.75%	38.75%	38.75%	38.75%	38.75%	38.75%	38.75%	38.75%	38.75%		
Payroll Before Benefits	4,318	4,318	4,318	4,318	4,318	4,318	4,318	4,318	4,318	4,318	4,318	4,318	51,816	38.75%
% for Taxes & Benefits	3.88%	3.88%	3.88%	3.88%	3.88%	3.88%	3.88%	3.88%	3.88%	3.88%	3.88%	3.88%		
Payroll Tax & Benefits	432	432	432	432	432	432	432	432	432	432	432	432	5,184	3.88%
Total Payroll	4,750	4,750	4,750	4,750	4,750	4,750	4,750	4,750	4,750	4,750	4,750	4,750	57,000	42.63%
Total Payroll Per Day	156.25	156.25	156.25	156.25	156.25	156.25	156.25	156.25	156.25	156.25	156.25	156.25		
Payroll Per Day/Client	31.25	31.25	31.25	31.25	31.25	31.25	31.25	31.25	31.25	31.25	31.25	31.25		
% Food / P.S.	12.54%	8.00%	8.00%	8.00%	8.00%	8.00%	8.00%	8.00%	8.00%	8.00%	8.00%	8.00%		
Food/PS/Per Month	1,397	1,397	1,397	1,397	1,397	1,397	1,397	1,397	1,397	1,397	1,397	1,397	16,764	12.54%
Food/ P.S. Per Day	45.95	45.95	45.95	45.95	45.95	45.95	45.95	45.95	45.95	45.95	45.95	45.95		
Cost Per Client	9.19	9.19	9.19	9.19	9.19	9.19	9.19	9.19	9.19	9.19	9.19	9.19		
25Yr. \$250,000 at 8.25%														
% for Lease/ Mtg.	17.69%	17.69%	17.69%	17.69%	17.69%	17.69%	17.69%	17.69%	17.69%	17.69%	17.69%	17.69%		
Lease/ Mortgage	1,971	1,971	1,971	1,971	1,971	1,971	1,971	1,971	1,971	1,971	1,971	1,971	23,652	17.69%
Cost Per Day	64.84	64.84	64.84	64.84	64.84	64.84	64.84	64.84	64.84	64.84	64.84	64.84		
Cost Per Client	12.97	12.97	12.97	12.97	12.97	12.97	12.97	12.97	12.97	12.97	12.97	12.97		
% T / L / Dues & Fees	0.75%	0.75%	0.75%	0.75%	0.75%	0.75%	0.75%	0.75%	0.75%	0.75%	0.75%	0.75%		
Taxes/ Licenses/ Dues	84	84	84	84	84	84	84	84	84	84	84	84	1,008	0.75%
Cost Per Day	2.76	2.76	2.76	2.76	2.76	2.76	2.76	2.76	2.76	2.76	2.76	2.76		
Cost Per client	0.55	0.55	0.55	0.55	0.55	0.55	0.55	0.55	0.55	0.55	0.55	0.55		
% Insurance	3.11%	3.11%	3.11%	3.11%	3.11%	3.11%	3.11%	3.11%	3.11%	3.11%	3.11%	3.11%		
All Insurance	347	347	347	347	347	347	347	347	347	347	347	347	4,164	3.11%
Cost Per Day	11.41	11.41	11.41	11.41	11.41	11.41	11.41	11.41	11.41	11.41	11.41	11.41		
Cost Per Client	2.28	2.28	2.28	2.28	2.28	2.28	2.28	2.28	2.28	2.28	2.28	2.28		

ASSISTED LIVING TRAINING INSTITUTE - SAMPLE INCOME & EXPENSE STATEMENT FOR 5 PEOPLE AT BASIC \$73.31 DAILY RATE

ARSI&E
ALASKA RATE STUDY
EXAMPLE 5 TO 6 BED

Pag: 2
FORM 1

MONTHLY INCOME & EXPENSE REPORT
5 RESIDENTS AT BASE RATE OF \$73.31 PER DAY

ITEM	Month 1	Month 2	Month 3	Month 4	Month 5	Month 6	Month 7	Month 8	Month 9	Month 10	Month 11	Month 12	TOTAL	
% Repairs/Maintenance	2.37%	2.37%	2.37%	2.37%	2.37%	2.37%	2.37%	2.37%	2.37%	2.37%	2.37%	2.37%		
Repairs/Maintenance	264	264	264	264	264	264	264	264	264	264	264	264	3,168	2.37%
Cost per Day	0.00	8.68	8.68	8.68	8.68	8.68	8.68	8.68	8.68	8.68	8.68	8.68		
Cost per Client	0.00	1.74	1.74	1.74	1.74	1.74	1.74	1.74	1.74	1.74	1.74	1.74		
% Utilities	3.90%	3.90%	3.90%	3.90%	3.90%	3.90%	3.90%	3.90%	3.90%	3.90%	3.90%	3.90%		
Total All Utilities	612	612	612	612	612	612	612	612	612	612	612	612	7,344	5.49%
Cost Per Day	20.13	20.13	20.13	20.13	20.13	20.13	20.13	20.13	20.13	20.13	20.13	20.13		
Cost Per Client	4.03	4.03	4.03	4.03	4.03	4.03	4.03	4.03	4.03	4.03	4.03	4.03		
% Client Transportation	3.83%	3.83%	3.83%	3.83%	3.83%	3.83%	3.83%	3.83%	3.83%	3.83%	3.83%	3.83%		
Automobile Expense	427	427	427	427	427	427	427	427	427	427	427	427	5,124	3.83%
Cost Per Day	14.05	14.05	14.05	14.05	14.05	14.05	14.05	14.05	14.05	14.05	14.05	14.05		
Cost Per Client	2.81	2.81	2.81	2.81	2.81	2.81	2.81	2.81	2.81	2.81	2.81	2.81		
% Business Travel	1.40%	1.40%	1.40%	1.40%	1.40%	1.40%	1.40%	1.40%	1.40%	1.40%	1.40%	1.40%		
Business Travel	92	92	92	92	92	92	92	92	92	92	92	92	1,104	0.83%
Cost Per Day	3.03	3.03	3.03	3.03	3.03	3.03	3.03	3.03	3.03	3.03	3.03	3.03		
Cost Per Client	0.61	0.61	0.61	0.61	0.61	0.61	0.61	0.61	0.61	0.61	0.61	0.61		
% Medical Supplies	1.02%	1.02%	1.02%	1.02%	1.02%	1.02%	1.02%	1.02%	1.02%	1.02%	1.02%	1.02%		
Medical Supplies	114	114	114	114	114	114	114	114	114	114	114	114	1,368	1.02%
Cost Per Day	3.75	3.75	3.75	3.75	3.75	3.75	3.75	3.75	3.75	3.75	3.75	3.75		
Cost Per Client	0.75	0.75	0.75	0.75	0.75	0.75	0.75	0.75	0.75	0.75	0.75	0.75		
% Staff Education	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%		
Staff Education	38	38	38	38	38	38	38	38	38	38	38	38	456	0.34%
Cost Per Day	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25		
Cost Per Client	0.25	0.25	0.25	0.25	0.25	0.25	0.25	0.25	0.25	0.25	0.25	0.25		
% Professional Fees	1.25%	1.25%	1.25%	1.25%	1.25%	1.25%	1.25%	1.25%	1.25%	1.25%	1.25%	1.25%		
Nurse Delegation & Con	139	139	139	139	139	139	139	139	139	139	139	139	1,668	1.25%
Cost Per Day	4.57	4.57	4.57	4.57	4.57	4.57	4.57	4.57	4.57	4.57	4.57	4.57		
Cost Per Client	0.91	0.91	0.91	0.91	0.91	0.91	0.91	0.91	0.91	0.91	0.91	0.91		

ASSISTED LIVING TRAINING INSTITUTE - SAMPLE INCOME EXPENSE STATEMENT FOR 5 PEOPLE AT BASIC \$73.31 DAILY RATE

ARSI&E Page 3
ALASKA RATE STUDY FORM 1
EXAMPLE 5 TO 6 BED

MONTHLY INCOME & EXPENSE REPORT
5 RESIDENTS AT BASE RATE OF \$73.31 PER DAY

ITEM	Month 1	Month 2	Month 3	Month 4	Month 5	Month 6	Month 7	Month 8	Month 9	Month 10	Month 11	Month 12	TOTAL	
%Patient Refunds	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%		
Patient Refunds	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00%
Cost Per Day	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		
Cost Per Client	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		
% Office Expense	0.80%	0.80%	0.80%	0.80%	0.80%	0.72%	0.72%	0.72%	0.72%	0.72%	0.72%	0.72%		
Office Expense	89	89	89	89	89	81	81	81	81	81	81	81	1,010	0.76%
Cost Per Day	2.93	2.93	2.93	2.93	2.93	2.65	2.65	2.65	2.65	2.65	2.65	2.65		
Cost Per Client	0.59	0.59	0.59	0.59	0.59	0.53	0.53	0.53	0.53	0.53	0.53	0.53		
%Miscellaneous	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%		
Miscellaneous	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00%
Cost Per Day	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		
Cost Per Client	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		
% Business Loans	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%		
Business Loans	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00%
Cost Per Day	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		
Cost Per Client	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		
Depreciation & Amort.	5.23%	5.23%	5.23%	5.23%	5.23%	5.23%	5.23%	5.23%	5.23%	5.23%	5.23%	5.23%		
Depreciation & Amort	583	583	583	583	583	583	583	583	583	583	583	583	6,996	5.23%
Cost Per Day	19.18	19.18	19.18	19.18	19.18	19.18	19.18	19.18	19.18	19.18	19.18	19.18		
Cost Per Client	3.84	3.84	3.84	3.84	3.84	3.84	3.84	3.84	3.84	3.84	3.84	3.84		
%Advertising	2.65%	2.65%	2.65%	2.65%	2.65%	2.65%	2.65%	2.65%	2.65%	2.65%	2.65%	2.65%		
Advertising	59	59	59	59	59	59	59	59	59	59	59	59	708	0.53%
Cost Per Day	1.94	1.94	1.94	1.94	1.94	1.94	1.94	1.94	1.94	1.94	1.94	1.94		
Cost Per Client	0.39	0.39	0.39	0.39	0.39	0.39	0.39	0.39	0.39	0.39	0.39	0.39		
Total Cost of Operation	10,966	10,966	10,966	10,966	10,966	10,958	10,958	10,958	10,958	10,958	10,958	10,958	131,534	96.00%
Pre Tax Profit / Loss	177	177	177	177	177	185	185	185	185	185	185	185	2,182	
Per-Cent Totals	98.41%	98.41%	98.41%	98.41%	98.41%	98.34%	98.34%	98.34%	98.34%	98.34%	98.34%	98.34%	98.37%	
	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	
Per-Cent Profit	1.59%	1.59%	1.59%	1.59%	1.59%	1.66%	1.66%	1.66%	1.66%	1.66%	1.66%	1.66%		1.63%
Total Income													133,716	
													PROFIT	1.63%
													2,182	
													Average Gross Monthly Income	11,143

Scenario #4

5 residents at \$73.31 per Day plus ADL Extraordinary Rate

ASSISTED LIVING TRAINING INSTITUTE ALASKA RATE STUDY

AKPRLRS WKS Page 2

For Month of
Date Submitted

ALTI ALASKA RATE STUDY
WEEKLY PAYROLL PLANNER with MONTHLY TOTALS
(EXAMPLE PLAN)

6 Residents at \$73.31 plus ADL Extraordinary of \$22.62 per Day X 30.4 Days

Licensed Beds 5		Weekly	Rate	Base Pay	OT	OT	OT	Taxes	Weekly	168 Hours With Awake Night Staff						
Facility One		# Hrs	of Pay	Hours	Hours	Rate	Total	Gross	Payroll	3 Weeks	Monthly	Monthly	Monthly	Monthly	Percent	
EMPLOYEE NAME									Cost	In Month	Cost	Budget	Income	Payroll	Of Income	
1 PT		24	\$9.13	\$219.12		\$13.70	\$0.00	\$219.12	110%	\$241.03	4.3	\$1,036.44		\$14,581.00	\$7,342	50%
1 PT		20	\$9.13	\$182.60		\$13.70	\$0.00	\$182.60	110%	\$200.86	4.3	\$863.70				
1 FTE		40	\$9.13	\$365.20	4	\$13.70	\$54.80	\$420.00	110%	\$462.00	4.3	\$1,986.60				
1 FTE		40	\$9.13	\$365.20		\$13.70	\$0.00	\$365.20	110%	\$401.72	4.3	\$1,727.40				
1 FTE		40	\$9.13	\$365.20		\$13.70	\$0.00	\$365.20	110%	\$401.72	4.3	\$1,727.40				
Possible 27 Hrs of				\$0.00			\$0.00	\$0.00	110%	\$0.00	4.3	\$0.00				
Unpaid Provider Time				\$0.00			\$0.00	\$0.00	110%	\$0.00	4.3	\$0.00				
				\$0.00			\$0.00	\$0.00	110%	\$0.00	4.3	\$0.00				
Total Facility Hours		164		\$1,497.32	4		\$54.80	\$1,552.12	110%	\$1,707.33	4.3	\$7,341.53	\$6,269.87	43% of Income		
												Under / Over Budget		\$1,071.66		

ASSISTED LIVING TRAINING INSTITUTE - SAMPLE INCOME & EXPENSE STATEMENT FOR 5 PEOPLE AT BASIC \$73.31 DAILY RATE

ARSI&E Page 1-6
ALASKA RATE STUDY FORM 1
EXAMPLE 5 TO 6 BED

MONTHLY INCOME & EXPENSE REPORT
5 RESIDENTS AT BASE RATE OF \$73.31 PER DAY PLUS \$22.62 ADL EXTRAORDINARY RATE OR \$95.93 PER DAY

ITEM	Month 1	Month 2	Month 3	Month 4	Month 5	Month 6	Month 7	Month 8	Month 9	Month 10	Month 11	Month 12	TOTAL	
Income	14,581	14,581	14,581	14,581	14,581	14,581	14,581	14,581	14,581	14,581	14,581	14,581	174,972	
Number of Residents	5	5	5	5	5	5	5	5	5	5	5	5	60	
Average Rate	2,916	2,916	2,916	2,916	2,916	2,916	2,916	2,916	2,916	2,916	2,916	2,916	2,916	
days per month	30.4	30.4	30.4	30.4	30.4	30.4	30.4	30.4	30.4	30.4	30.4	30.4	30.4	
Rev. Per day Per client	95.93	95.93	95.93	95.93	95.93	95.93	95.93	95.93	95.93	95.93	95.93	95.93	95.93	
% of Payroll (Base)	45.31%	45.31%	45.31%	45.31%	45.31%	45.31%	45.31%	45.31%	45.31%	45.31%	45.31%	45.31%		
Payroll Before Benefits	6,607	6,607	6,607	6,607	6,607	6,607	6,607	6,607	6,607	6,607	6,607	6,607	79,284	45.31%
% for Taxes & Benefits	5.04%	5.04%	5.04%	5.04%	5.04%	5.04%	5.04%	5.04%	5.04%	5.04%	5.04%	5.04%		
Payroll Tax & Benefits	735	735	735	735	735	735	735	735	735	735	735	735	8,820	5.04%
Total Payroll	7,342	7,342	7,342	7,342	7,342	7,342	7,342	7,342	7,342	7,342	7,342	7,342	88,104	50.35%
Total Payroll Per Day	241.51	241.51	241.51	241.51	241.51	241.51	241.51	241.51	241.51	241.51	241.51	241.51		
Payroll Per Day/Client	48.30	48.30	48.30	48.30	48.30	48.30	48.30	48.30	48.30	48.30	48.30	48.30		
% Food / P.S.	9.58%	8.00%	8.00%	8.00%	8.00%	8.00%	8.00%	8.00%	8.00%	8.00%	8.00%	8.00%		
Food/PS/Per Month	1,397	1,397	1,397	1,397	1,397	1,397	1,397	1,397	1,397	1,397	1,397	1,397	16,764	9.58%
Food/ P.S. Per Day	45.95	45.95	45.95	45.95	45.95	45.95	45.95	45.95	45.95	45.95	45.95	45.95		
Cost Per Client	9.19	9.19	9.19	9.19	9.19	9.19	9.19	9.19	9.19	9.19	9.19	9.19		
25Yr. \$250,000 at 8.25%														
% for Lease/ Mtg.	13.52%	13.52%	13.52%	13.52%	13.52%	13.52%	13.52%	13.52%	13.52%	13.52%	13.52%	13.52%		
Lease/ Mortgage	1,971	1,971	1,971	1,971	1,971	1,971	1,971	1,971	1,971	1,971	1,971	1,971	23,652	13.52%
Cost Per Day	64.84	64.84	64.84	64.84	64.84	64.84	64.84	64.84	64.84	64.84	64.84	64.84		
Cost Per Client	12.97	12.97	12.97	12.97	12.97	12.97	12.97	12.97	12.97	12.97	12.97	12.97		
% T / L / Dues & Fees	0.58%	0.58%	0.58%	0.58%	0.58%	0.58%	0.58%	0.58%	0.58%	0.58%	0.58%	0.58%		
Taxes/ Licenses/ Dues	84	84	84	84	84	84	84	84	84	84	84	84	1,008	0.58%
Cost Per Day	2.76	2.76	2.76	2.76	2.76	2.76	2.76	2.76	2.76	2.76	2.76	2.76		
Cost Per client	0.55	0.55	0.55	0.55	0.55	0.55	0.55	0.55	0.55	0.55	0.55	0.55		
% Insurance	2.38%	2.38%	2.38%	2.38%	2.38%	2.38%	2.38%	2.38%	2.38%	2.38%	2.38%	2.38%		
All Insurance	347	347	347	347	347	347	347	347	347	347	347	347	4,164	2.38%
Cost Per day	11.41	11.41	11.41	11.41	11.41	11.41	11.41	11.41	11.41	11.41	11.41	11.41		
Cost Per Client	2.28	2.28	2.28	2.28	2.28	2.28	2.28	2.28	2.28	2.28	2.28	2.28		

ASSISTED LIVING TRAINING INSTITUTE - SAMPLE INCOME & EXPENSE STATEMENT FOR 5 PEOPLE AT BASIC \$73 31 DAILY RATE

ARSIE Page 2-7
 ALASKA RATE STUDY FORM 1
 EXAMPLE 5 TO 6 BED

MONTHLY INCOME & EXPENSE REPORT
 5 RESIDENTS AT BASE RATE OF \$73 31 PER DAY PLUS \$22.62 ADL EXTRAORDINARY RATE OR \$95 93 PER DAY

ITEM	Month 1	Month 2	Month 3	Month 4	Month 5	Month 6	Month 7	Month 8	Month 9	Month 10	Month 11	Month 12	TOTAL	
% Repairs/Maintenance	1.81%	1.81%	1.81%	1.81%	1.81%	1.81%	1.81%	1.81%	1.81%	1.81%	1.81%	1.81%		
Repairs/Maintenance	264	264	264	264	264	264	264	264	264	264	264	264	3,168	1.81%
Cost per Day	0.00	8.68	8.68	8.68	8.68	8.68	8.68	8.68	8.68	8.68	8.68	8.68		
Cost per Client	0.00	1.74	1.74	1.74	1.74	1.74	1.74	1.74	1.74	1.74	1.74	1.74		
% Utilities	3.90%	3.90%	3.90%	3.90%	3.90%	3.90%	3.90%	3.90%	3.90%	3.90%	3.90%	3.90%		
Total All Utilities	612	612	612	612	612	612	612	612	612	612	612	612	7,344	4.20%
Cost Per Day	20.13	20.13	20.13	20.13	20.13	20.13	20.13	20.13	20.13	20.13	20.13	20.13		
Cost Per Client	4.03	4.03	4.03	4.03	4.03	4.03	4.03	4.03	4.03	4.03	4.03	4.03		
% Client Transportation	2.93%	2.93%	2.93%	2.93%	2.93%	2.93%	2.93%	2.93%	2.93%	2.93%	2.93%	2.93%		
Automobile Expense	427	427	427	427	427	427	427	427	427	427	427	427	5,124	2.93%
Cost Per Day	14.05	14.05	14.05	14.05	14.05	14.05	14.05	14.05	14.05	14.05	14.05	14.05		
Cost Per Client	2.81	2.81	2.81	2.81	2.81	2.81	2.81	2.81	2.81	2.81	2.81	2.81		
% Business Travel	1.40%	1.40%	1.40%	1.40%	1.40%	1.40%	1.40%	1.40%	1.40%	1.40%	1.40%	1.40%		
Business Travel	92	92	92	92	92	92	92	92	92	92	92	92	1,104	0.63%
Cost Per Day	3.03	3.03	3.03	3.03	3.03	3.03	3.03	3.03	3.03	3.03	3.03	3.03		
Cost Per Client	0.61	0.61	0.61	0.61	0.61	0.61	0.61	0.61	0.61	0.61	0.61	0.61		
% Medical Supplies	0.78%	0.78%	0.78%	0.78%	0.78%	0.78%	0.78%	0.78%	0.78%	0.78%	0.78%	0.78%		
Medical Supplies	114	114	114	114	114	114	114	114	114	114	114	114	1,368	0.78%
Cost Per Day	3.75	3.75	3.75	3.75	3.75	3.75	3.75	3.75	3.75	3.75	3.75	3.75		
Cost Per Client	0.75	0.75	0.75	0.75	0.75	0.75	0.75	0.75	0.75	0.75	0.75	0.75		
% Staff Education	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%		
Staff Education	38	38	38	38	38	38	38	38	38	38	38	38	456	0.26%
Cost Per Day	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25		
Cost Per Client	0.25	0.25	0.25	0.25	0.25	0.25	0.25	0.25	0.25	0.25	0.25	0.25		
% Professional Fees	0.95%	0.95%	0.95%	0.95%	0.95%	0.95%	0.95%	0.95%	0.95%	0.95%	0.95%	0.95%		
Nurse Delegation & Con.	139	139	139	139	139	139	139	139	139	139	139	139	1,668	0.95%
Cost Per Day	4.57	4.57	4.57	4.57	4.57	4.57	4.57	4.57	4.57	4.57	4.57	4.57		
Cost Per Client	0.91	0.91	0.91	0.91	0.91	0.91	0.91	0.91	0.91	0.91	0.91	0.91		

ASSISTED LIVING TRAINING INSTITUTE - SAMPLE INCOME & EXPENSE STATEMENT FOR 5 PEOPLE AT BASIC \$73.31 DAILY RATE

ARSI&E
ALASKA RATE STUDY
EXAMPLE 5 TO 6 BED

Page 3-8
FORM 1

MONTHLY INCOME & EXPENSE REPORT

5 RESIDENTS AT BASE RATE OF \$73.31 PER DAY PLUS \$22.62 ADL EXTRAORDINARY RATE OR \$95.93 PER DAY

ITEM	Month 1	Month 2	Month 3	Month 4	Month 5	Month 6	Month 7	Month 8	Month 9	Month 10	Month 11	Month 12	TOTAL	
%Patient Refunds	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%		
Patient Refunds	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00%
Cost Per Day	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		
Cost Per Client	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		
% Office Expense	0.61%	0.80%	0.80%	0.80%	0.80%	0.72%	0.72%	0.72%	0.72%	0.72%	0.72%	0.72%		
Office Expense	89	117	117	117	117	105	105	105	105	105	105	105	1,294	0.74%
Cost Per Day	2.93	3.84	3.84	3.84	3.84	3.47	3.47	3.47	3.47	3.47	3.47	3.47		
Cost Per Client	0.59	0.77	0.77	0.77	0.77	0.69	0.69	0.69	0.69	0.69	0.69	0.69		
%Miscellaneous	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%		
Miscellaneous	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00%
Cost Per Day	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		
Cost Per Client	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		
% Business Loans	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%		
Business Loans	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00%
Cost Per Day	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		
Cost Per Client	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		
Depreciation & Amort.	4.00%	4.00%	4.00%	4.00%	4.00%	4.00%	4.00%	4.00%	4.00%	4.00%	4.00%	4.00%		
Depreciation & Amort.	583	583	583	583	583	583	583	583	583	583	583	583	6,996	4.00%
Cost Per Day	19.18	19.18	19.18	19.18	19.18	19.18	19.18	19.18	19.18	19.18	19.18	19.18		
Cost Per Client	3.84	3.84	3.84	3.84	3.84	3.84	3.84	3.84	3.84	3.84	3.84	3.84		
%Advertising	2.02%	2.02%	2.02%	2.02%	2.02%	2.02%	2.02%	2.02%	2.02%	2.02%	2.02%	2.02%		
Advertising	59	59	59	59	59	59	59	59	59	59	59	59	708	0.40%
Cost Per Day	1.94	1.94	1.94	1.94	1.94	1.94	1.94	1.94	1.94	1.94	1.94	1.94		
Cost Per Client	0.39	0.39	0.39	0.39	0.39	0.39	0.39	0.39	0.39	0.39	0.39	0.39		
Total Cost of Operation	13,558	13,586	13,586	13,586	13,586	13,574	13,574	13,574	13,574	13,574	13,574	13,574	162,922	91.30%
Pre Tax Profit / Loss	1,023	995	995	995	995	1,007	1,007	1,007	1,007	1,007	1,007	1,007	12,050	
Per-Cent Totals	92.98%	93.17%	93.17%	93.17%	93.17%	93.10%	93.10%	93.10%	93.10%	93.10%	93.10%	93.10%	93.11%	
	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	
Per-Cent Profit	7.02%	6.83%	6.83%	6.83%	6.83%	6.90%	6.90%	6.90%	6.90%	6.90%	6.90%	6.90%	6.89%	
Total Income													174,972	
													PROFIT	6.89%
													Average Gross Monthly Income	14,581

Scenario #5

10 residents at \$73.31 per Day X 30.4 Days

ASSISTED LIVING TRAINING INSTITUTE ALASKA RATE STUDY

AKPRL10.WKS Page 1
 Pay Period 30.4 DAYS
 Shifts 3-2-1

ALTI ALASKA RATE STUDY
 WEEKLY PAYROLL PLANNER with MONTHLY TOTALS
 (EXAMPLE PLAN)

10 Residents at \$73.31 per Day X 30.4 Days 40 hrs. unpaid

240 Hours Required									240 hours of payroll with Awake Night Staff Provider Time						
Licensed Beds	Weekly	Rate	Base Pay	O.T.	O.T.	O.T.	Taxes	Weekly	4.3 Weeks	Monthly	Monthly	Monthly	Monthly	Percent	
Facility One	# Hrs.	of Pay	Hours	Hours	Rate	Total	Gross	Benefits	Payroll Cost	In Month	Cost	Budget	Income	Payroll Of Income	
EMPLOYEE NAME															
2 PT	40	\$9.13	\$365.20		\$13.70	\$0.00	\$365.20	110%	\$401.72	4.3	\$1,727.40		\$22,290.00	\$10,364.48	46.50%
	0	\$9.13	\$0.00		\$13.70	\$0.00	\$0.00	110%	\$0.00	4.3	\$0.00				
SFTE	200	\$9.13	\$1,826.00		\$13.70	\$0.00	\$1,826.00	110%	\$2,008.60	4.3	\$8,638.88				
IFTE Mgr. or Sr. Staff	0	\$12.50	\$0.00		\$18.75	\$0.00	\$0.00	110%	\$0.00	4.3	\$0.00				
	0	\$9.13	\$0.00		\$13.70	\$0.00	\$0.00	110%	\$0.00	4.3	\$0.00				
Plus 40 Hrs of			\$0.00			\$0.00	\$0.00	110%	\$0.00	4.3	\$0.00				
Unpaid Provider Time			\$0.00			\$0.00	\$0.00	110%	\$0.00	4.3	\$0.00				
Total Paid			\$0.00			\$0.00	\$0.00	110%	\$0.00	4.3	\$0.00				
Facility Hours	240			0		\$0.00	\$2,191.20	110%	\$2,410.32	4.3	\$10,364.38	\$10,500.00	46.50%		
280 hours allows 2 to 3 staff 7 am to 8 pm, 1 to 1.5 staff 8pm to 7am a 24 hr. awake staffing pattern									Under / Over Budget		(\$135.62)				

ASSISTED LIVING TRAINING INSTITUTE - SAMPLE INCOME & EXPENSE STATEMENT FOR 10 PEOPLE AT BASIC \$73.31 DAILY RATE

AKI&E10 Page 1
ALASKA RATE STUDY FORM 1
EXAMPLE 10 BED FACILITY

MONTHLY INCOME & EXPENSE REPORT
10 RESIDENTS AT BASE RATE OF \$73.31 PER DAY

ITEM	Month 1	Month 2	Month 3	Month 4	Month 5	Month 6	Month 7	Month 8	Month 9	Month 10	Month 11	Month 12	TOTAL	
Income	22,290	22,290	22,290	22,290	22,290	22,290	22,290	22,290	22,290	22,290	22,290	22,290	267,480	
Number of Residents	10	10	10	10	10	10	10	10	10	10	10	10	120	
Average Rate	2,229	2,229	2,229	2,229	2,229	2,229	2,229	2,229	2,229	2,229	2,229	2,229	2,229	
days per month	30.4	30.4	30.4	30.4	30.4	30.4	30.4	30.4	30.4	30.4	30.4	30.4	30.4	
Rev. Per day Per client	73.32	73.32	73.32	73.32	73.32	73.32	73.32	73.32	73.32	73.32	73.32	73.32	73.32	
% of Payroll [Base]	42.27%	42.27%	42.27%	42.27%	42.27%	42.27%	42.27%	42.27%	42.27%	42.27%	42.27%	42.27%		
Payroll Before Benefits	9,422	9,422	9,422	9,422	9,422	9,422	9,422	9,422	9,422	9,422	9,422	9,422	113,064	42.27%
% for Taxes & Benefits	4.23%	4.23%	4.23%	4.23%	4.23%	4.23%	4.23%	4.23%	4.23%	4.23%	4.23%	4.23%		
Payroll Tax & Benefits	942	942	942	942	942	942	942	942	942	942	942	942	11,304	4.23%
Total Payroll	10,364	10,364	10,364	10,364	10,364	10,364	10,364	10,364	10,364	10,364	10,364	10,364	124,368	46.50%
Total Payroll Per Day	340.92	340.92	340.92	340.92	340.92	340.92	340.92	340.92	340.92	340.92	340.92	340.92		
Payroll Per Day/Client	34.09	34.09	34.09	34.09	34.09	34.09	34.09	34.09	34.09	34.09	34.09	34.09		
% Food / P.S.	12.53%	8.00%	8.00%	8.00%	8.00%	8.00%	8.00%	8.00%	8.00%	8.00%	8.00%	8.00%		
Food/PS/Per Month	2,794	2,794	2,794	2,794	2,794	2,794	2,794	2,794	2,794	2,794	2,794	2,794	33,528	12.53%
Food / P.S. Per Day	91.91	91.91	91.91	91.91	91.91	91.91	91.91	91.91	91.91	91.91	91.91	91.91		
Cost Per Client	9.19	9.19	9.19	9.19	9.19	9.19	9.19	9.19	9.19	9.19	9.19	9.19		
25Yr. \$325,000 at 8.25%														
% for Lease/ Mtg.	11.50%	11.50%	11.50%	11.50%	11.50%	11.50%	11.50%	11.50%	11.50%	11.50%	11.50%	11.50%		
Lease/ Mortgage	2,563	2,563	2,563	2,563	2,563	2,563	2,563	2,563	2,563	2,563	2,563	2,563	30,756	11.50%
Cost Per Day	84.31	84.31	84.31	84.31	84.31	84.31	84.31	84.31	84.31	84.31	84.31	84.31		
Cost Per Client	8.43	8.43	8.43	8.43	8.43	8.43	8.43	8.43	8.43	8.43	8.43	8.43		
% T / L / Dues & Fees	0.57%	0.57%	0.57%	0.57%	0.57%	0.57%	0.57%	0.57%	0.57%	0.57%	0.57%	0.57%		
Taxes/ Licenses/ Dues	128	128	128	128	128	128	128	128	128	128	128	128	1,536	0.57%
Cost Per Day	4.21	4.21	4.21	4.21	4.21	4.21	4.21	4.21	4.21	4.21	4.21	4.21		
Cost Per client	0.42	0.42	0.42	0.42	0.42	0.42	0.42	0.42	0.42	0.42	0.42	0.42		
% Insurance	2.61%	2.61%	2.61%	2.61%	2.61%	2.61%	2.61%	2.61%	2.61%	2.61%	2.61%	2.61%		
All Insurance	581	581	581	581	581	581	581	581	581	581	581	581	6,972	2.61%
Cost Per day	19.11	19.11	19.11	19.11	19.11	19.11	19.11	19.11	19.11	19.11	19.11	19.11		
Cost Per Client	1.91	1.91	1.91	1.91	1.91	1.91	1.91	1.91	1.91	1.91	1.91	1.91		

ASSISTED LIVING TRAINING INSTITUTE - SAMPLE INCOME & EXPENSE STATEMENT FOR 10 PEOPLE AT BASIC \$73.31 DAILY RATE

AKI&E10 Page 2
 ALASKA RATE STUDY FORM 1
 EXAMPLE 10 BED FACILITY

MONTHLY INCOME & EXPENSE REPORT
 10 RESIDENTS AT BASE RATE OF \$73.31 PER DAY

ITEM	Month 1	Month 2	Month 3	Month 4	Month 5	Month 6	Month 7	Month 8	Month 9	Month 10	Month 11	Month 12	TOTAL	
% Repairs/Maintenance	1.56%	1.56%	1.56%	1.56%	1.56%	1.56%	1.56%	1.56%	1.56%	1.56%	1.56%	1.56%		
Repairs/Maintenance	348	348	348	348	348	348	348	348	348	348	348	348	4,176	1.56%
Cost per Day	0.00	11.45	11.45	11.45	11.45	11.45	11.45	11.45	11.45	11.45	11.45	11.45		
Cost per Client	0.00	1.14	1.14	1.14	1.14	1.14	1.14	1.14	1.14	1.14	1.14	1.14		
% Utilities	3.90%	3.90%	3.90%	3.90%	3.90%	3.90%	3.90%	3.90%	3.90%	3.90%	3.90%	3.90%		
Total All Utilities	738	738	738	738	738	738	738	738	738	738	738	738	8,856	3.31%
Cost Per Day	24.28	24.28	24.28	24.28	24.28	24.28	24.28	24.28	24.28	24.28	24.28	24.28		
Cost Per Client	2.43	2.43	2.43	2.43	2.43	2.43	2.43	2.43	2.43	2.43	2.43	2.43		
% Client Transportation	2.55%	2.55%	2.55%	2.55%	2.55%	2.55%	2.55%	2.55%	2.55%	2.55%	2.55%	2.55%		
Automobile Expense	568	568	568	568	568	568	568	568	568	568	568	568	6,816	2.55%
Cost Per Day	18.68	18.68	18.68	18.68	18.68	18.68	18.68	18.68	18.68	18.68	18.68	18.68		
Cost Per Client	1.87	1.87	1.87	1.87	1.87	1.87	1.87	1.87	1.87	1.87	1.87	1.87		
% Business Travel	1.40%	1.40%	1.40%	1.40%	1.40%	1.40%	1.40%	1.40%	1.40%	1.40%	1.40%	1.40%		
Business Travel	92	92	92	92	92	92	92	92	92	92	92	92	1,104	0.41%
Cost Per Day	3.03	3.03	3.03	3.03	3.03	3.03	3.03	3.03	3.03	3.03	3.03	3.03		
Cost Per Client	0.30	0.30	0.30	0.30	0.30	0.30	0.30	0.30	0.30	0.30	0.30	0.30		
% Medical Supplies	1.02%	1.02%	1.02%	1.02%	1.02%	1.02%	1.02%	1.02%	1.02%	1.02%	1.02%	1.02%		
Medical Supplies	228	228	228	228	228	228	228	228	228	228	228	228	2,736	1.02%
Cost Per Day	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50		
Cost Per Client	0.75	0.75	0.75	0.75	0.75	0.75	0.75	0.75	0.75	0.75	0.75	0.75		
% Staff Education	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%		
Staff Education	123	123	123	123	123	123	123	123	123	123	123	123	1,476	0.55%
Cost Per Day	4.05	4.05	4.05	4.05	4.05	4.05	4.05	4.05	4.05	4.05	4.05	4.05		
Cost Per Client	0.40	0.40	0.40	0.40	0.40	0.40	0.40	0.40	0.40	0.40	0.40	0.40		
% Professional Fees	1.02%	1.02%	1.02%	1.02%	1.02%	1.02%	1.02%	1.02%	1.02%	1.02%	1.02%	1.02%		
Nurse Delegation & Con.	227	227	227	227	227	227	227	227	227	227	227	227	2,724	1.02%
Cost Per Day	7.47	7.47	7.47	7.47	7.47	7.47	7.47	7.47	7.47	7.47	7.47	7.47		
Cost Per Client	0.75	0.75	0.75	0.75	0.75	0.75	0.75	0.75	0.75	0.75	0.75	0.75		

ASSISTED LIVING TRAINING INSTITUTE - SAMPLE INCOME & EXPENSE STATEMENT FOR 10 PEOPLE AT BASIC \$73.31 DAILY RATE

AKI&E10 Page 3
ALASKA RATE STUDY FORM 1
EXAMPLE 10 BED FACILITY

MONTHLY INCOME & EXPENSE REPORT
10 RESIDENTS AT BASE RATE OF \$73.31 PER DAY

ITEM	Month 1	Month 2	Month 3	Month 4	Month 5	Month 6	Month 7	Month 8	Month 9	Month 10	Month 11	Month 12	TOTAL	
%Patient Refunds	0.42%	0.42%	0.42%	0.42%	0.42%	0.42%	0.42%	0.42%	0.42%	0.42%	0.42%	0.42%		
Patient Refunds	93	93	93	93	93	93	93	93	93	93	93	93	1,116	0.42%
Cost Per Day	3.06	3.06	3.06	3.06	3.06	3.08	3.06	3.06	3.06	3.06	3.06	3.06		
Cost Per Client	0.31	0.31	0.31	0.31	0.31	0.31	0.31	0.31	0.31	0.31	0.31	0.31		
% Office Expense	0.40%	0.80%	0.80%	0.80%	0.80%	0.72%	0.72%	0.72%	0.72%	0.72%	0.72%	0.72%		
Office Expense	89	178	178	178	178	161	161	161	161	161	161	161	1,931	0.72%
Cost Per Day	2.93	5.87	5.87	5.87	5.87	5.30	5.30	5.30	5.30	5.30	5.30	5.30		
Cost Per Client	0.29	0.59	0.59	0.59	0.59	0.53	0.53	0.53	0.53	0.53	0.53	0.53		
%Miscellaneous	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%		
Miscellaneous	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00%
Cost Per Day	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		
Cost Per Client	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		
% Business Loans	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%		
Business Loans	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00%
Cost Per Day	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		
Cost Per Client	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		
Depreciation & Amort.	3.82%	3.82%	3.82%	3.82%	3.82%	3.82%	3.82%	3.82%	3.82%	3.82%	3.82%	3.82%		
Depreciation & Amort	851	851	851	851	851	851	851	851	851	851	851	851	10,212	3.82%
Cost Per Day	27.99	27.99	27.99	27.99	27.99	27.99	27.99	27.99	27.99	27.99	27.99	27.99		
Cost Per Client	2.80	2.80	2.80	2.80	2.80	2.80	2.80	2.80	2.80	2.80	2.80	2.80		
%Advertising	2.65%	2.65%	2.65%	2.65%	2.65%	2.65%	2.65%	2.65%	2.65%	2.65%	2.65%	2.65%		
Advertising	59	59	59	59	59	59	59	59	59	59	59	59	708	0.26%
Cost Per Day	1.94	1.94	1.94	1.94	1.94	1.94	1.94	1.94	1.94	1.94	1.94	1.94		
Cost Per Client	0.19	0.19	0.19	0.19	0.19	0.19	0.19	0.19	0.19	0.19	0.19	0.19		
Total Cost of Operation	19,846	19,935	19,935	19,935	19,935	19,918	19,918	19,918	19,918	19,918	19,918	19,918	239,015	87.80%
Pre Tax Profit / Loss	2,444	2,355	2,355	2,355	2,355	2,372	2,372	2,372	2,372	2,372	2,372	2,372	28,465	
Per-Cent Totals	89.04%	89.44%	89.44%	89.44%	89.44%	89.38%	89.36%	89.36%	89.36%	89.36%	89.36%	89.36%	89.36%	
	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	
Per-Cent Profit	10.96%	10.56%	10.56%	10.56%	10.56%	10.64%	10.64%	10.64%	10.64%	10.64%	10.64%	10.64%	10.64%	
Total Income													267,480	
													PROFIT	10.64%
													28,465	
													Average Gross Monthly Income	22,290

Scenario #6

10 residents at \$73.31 per Day plus ADL Extraordinary Rate

ASSISTED LIVING TRAINING INSTITUTE ALASKA RATE STUDY

AKPRSR. WKS Page 1

Pay Period 30.4 DAYS

Shifts 3-3-2 / 11o3.3

days, 2 to 5 at Night

ALTI ALASKA RATE STUDY
WEEKLY PAYROLL PLANNER with MONTHLY TOTALS

(EXAMPLE PLAN 10 Residents at \$73.31 per Day, Plus \$22.62 ADL Extraordinary Rate, 20 Hrs unpaid Provider time

336 Hours Required		328 Hours of payroll with 2 night staff 3-3-2 staffing pattern														
Licensed Beds	10	Weekly	Rate	Base Pay	O.T.	O.T.	O.T.	Taxes	Weekly	328 Hours of payroll with 2 night staff 3-3-2 staffing pattern	Monthly	Monthly	Monthly	Monthly	Percent	
Facility One		# Hrs	of Pay	Hours	Hours	Rate	Total	Gross	Payroll	4.3 Weeks	Monthly	Monthly	Monthly	Monthly	Percent	
EMPLOYEE NAME									Cost	In Month	Cost	Budget	Income	Payroll	Of Income	
2 PT		40	\$9.13	\$365.20		\$13.70	\$0.00	\$365.20	110%	\$401.72	4.3	\$1,727.40		\$29,180.00	\$14,457	49.58%
		0	\$9.13	\$0.00		\$13.70	\$0.00	\$0.00	110%	\$0.00	4.3	\$0.00				
5 FTE		240	\$9.13	\$2,191.20		\$13.70	\$0.00	\$2,191.20	110%	\$2,410.32	4.3	\$10,364.38				
1 FTE Mgr. or Sr. Staff		40	\$12.50	\$500.00		\$18.75	\$0.00	\$500.00	110%	\$550.00	4.3	\$2,365.00				
		0	\$9.13	\$0.00		\$13.70	\$0.00	\$0.00	110%	\$0.00	4.3	\$0.00				
Plus 20 Hrs of				\$0.00			\$0.00	\$0.00	110%	\$0.00	4.3	\$0.00				
Unpaid Provider Time				\$0.00			\$0.00	\$0.00	110%	\$0.00	4.3	\$0.00				
Total Paid				\$0.00			\$0.00	\$0.00	110%	\$0.00	4.3	\$0.00				
Facility Hours		320			0		\$0.00	\$3,066.40	110%	\$3,362.04	4.3	\$14,466.77	\$14,880.00		49.58%	
340 hours allows 2.5 to 3 staff 7 a.m to 8 pm, 2 staff 8pm to 7am a 24 hr. awake staffing pattern										Under / Over Budget		(\$123.23)				

ALASKA RATE STUDY FORM 1
EXAMPLE 10 BED FACILITY

MONTHLY INCOME & EXPENSE REPORT

10 RESIDENTS AT BASE RATE OF \$73.31 PER DAY PLUS \$22.62 ADL EXTRAORDINARY RATE OR \$95.93 PER DAY

ITEM	Month 1	Month 2	Month 3	Month 4	Month 5	Month 6	Month 7	Month 8	Month 9	Month 10	Month 11	Month 12	TOTAL	
Income	29,160	29,160	29,160	29,160	29,160	29,160	29,160	29,160	29,160	29,160	29,160	29,160	349,920	
Number of Residents	10	10	10	10	10	10	10	10	10	10	10	10	120	
Average Rate	2,916	2,916	2,916	2,916	2,916	2,916	2,916	2,916	2,916	2,916	2,916	2,916	2,916	2,916
days per month	30.4	30.4	30.4	30.4	30.4	30.4	30.4	30.4	30.4	30.4	30.4	30.4	30.4	30.4
Rev. Per day Per client	95.92	95.92	95.92	95.92	95.92	95.92	95.92	95.92	95.92	95.92	95.92	95.92	95.92	95.92
% of Payroll [Base]	45.07%	45.07%	45.07%	45.07%	45.07%	45.07%	45.07%	45.07%	45.07%	45.07%	45.07%	45.07%		
Payroll Before Benefits	13,143	13,143	13,143	13,143	13,143	13,143	13,143	13,143	13,143	13,143	13,143	13,143	157,716	45.07%
% for Taxes & Benefits	4.51%	4.51%	4.51%	4.51%	4.51%	4.51%	4.51%	4.51%	4.51%	4.51%	4.51%	4.51%		
Payroll Tax & Benefits	1,314	1,314	1,314	1,314	1,314	1,314	1,314	1,314	1,314	1,314	1,314	1,314	15,768	4.51%
Total Payroll	14,457	14,457	14,457	14,457	14,457	14,457	14,457	14,457	14,457	14,457	14,457	14,457	173,484	49.58%
Total Payroll Per Day	475.56	475.56	475.56	475.56	475.56	475.56	475.56	475.56	475.56	475.56	475.56	475.56		
Payroll Per Day/Client	47.56	47.56	47.56	47.56	47.56	47.56	47.56	47.56	47.56	47.56	47.56	47.56		
% Food / P.S.	9.58%	8.00%	8.00%	8.00%	8.00%	8.00%	8.00%	8.00%	8.00%	8.00%	8.00%	8.00%		
Food/PS/Per Month	2,794	2,794	2,794	2,794	2,794	2,794	2,794	2,794	2,794	2,794	2,794	2,794	33,528	9.58%
Food/ P.S. Per Day	91.91	91.91	91.91	91.91	91.91	91.91	91.91	91.91	91.91	91.91	91.91	91.91		
Cost Per Client	9.19	9.19	9.19	9.19	9.19	9.19	9.19	9.19	9.19	9.19	9.19	9.19		
25Yr. \$325,000 at 8.25%														
% for Lease/ Mtg.	8.79%	8.79%	8.79%	8.79%	8.79%	8.79%	8.79%	8.79%	8.79%	8.79%	8.79%	8.79%		
Lease/ Mortgage	2,563	2,563	2,563	2,563	2,563	2,563	2,563	2,563	2,563	2,563	2,563	2,563	30,756	8.79%
Cost Per Day	84.31	84.31	84.31	84.31	84.31	84.31	84.31	84.31	84.31	84.31	84.31	84.31		
Cost Per Client	8.43	8.43	8.43	8.43	8.43	8.43	8.43	8.43	8.43	8.43	8.43	8.43		
% T / L / Dues & Fees	0.44%	0.44%	0.44%	0.44%	0.44%	0.44%	0.44%	0.44%	0.44%	0.44%	0.44%	0.44%		
Taxes/ Licenses/ Dues	128	128	128	128	128	128	128	128	128	128	128	128	1,536	0.44%
Cost Per Day	4.21	4.21	4.21	4.21	4.21	4.21	4.21	4.21	4.21	4.21	4.21	4.21		
Cost Per client	0.42	0.42	0.42	0.42	0.42	0.42	0.42	0.42	0.42	0.42	0.42	0.42		
% Insurance	1.99%	1.99%	1.99%	1.99%	1.99%	1.99%	1.99%	1.99%	1.99%	1.99%	1.99%	1.99%		
All Insurance	581	581	581	581	581	581	581	581	581	581	581	581	6,972	1.99%
Cost Per day	19.11	19.11	19.11	19.11	19.11	19.11	19.11	19.11	19.11	19.11	19.11	19.11		
Cost Per Client	1.91	1.91	1.91	1.91	1.91	1.91	1.91	1.91	1.91	1.91	1.91	1.91		

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ALASKA RATE STUDY FORM 1
EXAMPLE 5 TO 8 BED

MONTHLY INCOME & EXPENSE REPORT

10 RESIDENTS AT BASE RATE OF \$73.31 PER DAY PLUS \$22.62 ADL EXTRAORDINARY RATE OR \$95.93 PFR DAY

ITEM	Month 1	Month 2	Month 3	Month 4	Month 5	Month 6	Month 7	Month 8	Month 9	Month 10	Month 11	Month 12	TOTAL	
% Repairs/Maintenance	1.19%	1.19%	1.19%	1.19%	1.19%	1.19%	1.19%	1.19%	1.19%	1.19%	1.19%	1.19%		
Repairs/Maintenance	348	348	348	348	348	348	348	348	348	348	348	348	4,176	1.19%
Cost per Day	0.00	11.45	11.45	11.45	11.45	11.45	11.45	11.45	11.45	11.45	11.45	11.45		
Cost per Client	0.00	1.14	1.14	1.14	1.14	1.14	1.14	1.14	1.14	1.14	1.14	1.14		
% Utilities	3.90%	3.90%	3.90%	3.90%	3.90%	3.90%	3.90%	3.90%	3.90%	3.90%	3.90%	3.90%		
Total All Utilities	738	738	738	738	738	738	738	738	738	738	738	738	8,856	2.53%
Cost Per Day	24.28	24.28	24.28	24.28	24.28	24.28	24.28	24.28	24.28	24.28	24.28	24.28		
Cost Per Client	2.43	2.43	2.43	2.43	2.43	2.43	2.43	2.43	2.43	2.43	2.43	2.43		
% Client Transportation	1.95%	1.95%	1.95%	1.95%	1.95%	1.95%	1.95%	1.95%	1.95%	1.95%	1.95%	1.95%		
Automobile Expense	568	568	568	568	568	568	568	568	568	568	568	568	6,816	1.95%
Cost Per Day	18.68	18.68	18.68	18.68	18.68	18.68	18.68	18.68	18.68	18.68	18.68	18.68		
Cost Per Client	1.87	1.87	1.87	1.87	1.87	1.87	1.87	1.87	1.87	1.87	1.87	1.87		
% Business Travel	1.40%	1.40%	1.40%	1.40%	1.40%	1.40%	1.40%	1.40%	1.40%	1.40%	1.40%	1.40%		
Business Travel	92	92	92	92	92	92	92	92	92	92	92	92	1,104	0.32%
Cost Per Day	3.03	3.03	3.03	3.03	3.03	3.03	3.03	3.03	3.03	3.03	3.03	3.03		
Cost Per Client	0.30	0.30	0.30	0.30	0.30	0.30	0.30	0.30	0.30	0.30	0.30	0.30		
% Medical Supplies	0.78%	0.78%	0.78%	0.78%	0.78%	0.78%	0.78%	0.78%	0.78%	0.78%	0.78%	0.78%		
Medical Supplies	228	228	228	228	228	228	228	228	228	228	228	228	2,736	0.78%
Cost Per Day	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50	7.50		
Cost Per Client	0.75	0.75	0.75	0.75	0.75	0.75	0.75	0.75	0.75	0.75	0.75	0.75		
% Staff Education	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%		
Staff Education	123	123	123	123	123	123	123	123	123	123	123	123	1,476	0.42%
Cost Per Day	4.05	4.05	4.05	4.05	4.05	4.05	4.05	4.05	4.05	4.05	4.05	4.05		
Cost Per Client	0.40	0.40	0.40	0.40	0.40	0.40	0.40	0.40	0.40	0.40	0.40	0.40		
% Professional Fees	0.78%	0.78%	0.78%	0.78%	0.78%	0.78%	0.78%	0.78%	0.78%	0.78%	0.78%	0.78%		
Nurse Delegation & Con.	227	227	227	227	227	227	227	227	227	227	227	227	2,724	0.78%
Cost Per Day	7.47	7.47	7.47	7.47	7.47	7.47	7.47	7.47	7.47	7.47	7.47	7.47		
Cost Per Client	0.75	0.75	0.75	0.75	0.75	0.75	0.75	0.75	0.75	0.75	0.75	0.75		

ASSISTED LIVING TRAINING INSTITUTE - SAMPLE INCOME & EXPENSE STATEMENT FOR 10 PEOPLE AT BASIC \$73.31 DAILY RATE

AKI&E10
ALASKA RATE STUDY
EXAMPLE 5 TO 6 BED

Page 3-8
FORM 1

MONTHLY INCOME & EXPENSE REPORT

10 RESIDENTS AT BASE RATE OF \$73.31 PER DAY PLUS \$22.62 ADL EXTRAORDINARY RATE OR \$95.93 PER DAY

ITEM	Month 1	Month 2	Month 3	Month 4	Month 5	Month 6	Month 7	Month 8	Month 9	Month 10	Month 11	Month 12	TOTAL	
%Patient Refunds	0.32%	0.32%	0.32%	0.32%	0.32%	0.32%	0.32%	0.32%	0.32%	0.32%	0.32%	0.32%		
Patient Refunds	93	93	93	93	93	93	93	93	93	93	93	93	1,116	0.32%
Cost Per Day	3.06	3.06	3.06	3.06	3.06	3.06	3.06	3.06	3.06	3.06	3.06	3.06		
Cost Per Client	0.31	0.31	0.31	0.31	0.31	0.31	0.31	0.31	0.31	0.31	0.31	0.31		
% Office Expense	0.31%	0.61%	0.61%	0.61%	0.61%	0.55%	0.55%	0.55%	0.55%	0.55%	0.55%	0.55%		
Office Expense	89	178	178	178	178	161	161	161	161	161	161	161	1,928	0.55%
Cost Per Day	2.93	5.86	5.86	5.86	5.86	5.30	5.30	5.30	5.30	5.30	5.30	5.30		
Cost Per Client	0.29	0.59	0.59	0.59	0.59	0.53	0.53	0.53	0.53	0.53	0.53	0.53		
%Miscellaneous	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%		
Miscellaneous	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00%
Cost Per Day	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		
Cost Per Client	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		
% Business Loans	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%		
Business Loans	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00%
Cost Per Day	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		
Cost Per Client	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		
Depreciation & Amort.	2.92%	2.92%	2.92%	2.92%	2.92%	2.92%	2.92%	2.92%	2.92%	2.92%	2.92%	2.92%		
Depreciation & Amort.	851	851	851	851	851	851	851	851	851	851	851	851	10,212	2.92%
Cost Per Day	27.99	27.99	27.99	27.99	27.99	27.99	27.99	27.99	27.99	27.99	27.99	27.99		
Cost Per Client	2.80	2.80	2.80	2.80	2.80	2.80	2.80	2.80	2.80	2.80	2.80	2.80		
%Advertising	2.02%	2.02%	2.02%	2.02%	2.02%	2.02%	2.02%	2.02%	2.02%	2.02%	2.02%	2.02%		
Advertising	59	59	59	59	59	59	59	59	59	59	59	59	708	0.20%
Cost Per Day	1.94	1.94	1.94	1.94	1.94	1.94	1.94	1.94	1.94	1.94	1.94	1.94		
Cost Per Client	0.19	0.19	0.19	0.19	0.19	0.19	0.19	0.19	0.19	0.19	0.19	0.19		
Total Cost of Operation	23,939	24,028	24,028	24,028	24,028	24,011	24,011	24,011	24,011	24,011	24,011	24,011	288,128	81.15%
Pre Tax Profit / Loss	5,221	5,132	5,132	5,132	5,132	5,149	5,149	5,149	5,149	5,149	5,149	5,149	288,128	
Per-Cent Totals	82.10%	82.40%	82.40%	82.40%	82.40%	82.34%	82.34%	82.34%	82.34%	82.34%	82.34%	82.34%	61,792	
	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	82.34%	
Per-Cent Profit	17.90%	17.60%	17.60%	17.60%	17.60%	17.66%	17.66%	17.66%	17.66%	17.66%	17.66%	17.66%	100%	
Total Income													349,920	17.66%
													PROFIT	17.66%
													61,792	
													Average Gross Monthly Income	29,160

STATE OF ALASKA

TONY KNOWLES, GOVERNOR

DEPARTMENT OF ADMINISTRATION DIVISION OF SENIOR SERVICES

Assisted Living Licensing
Alaska Commission on Aging
• Nutrition & Transportation
• Senior Residential Services
• Senior Employment Services
• Long Term Care Ombudsman
• Home & Community Grants

Personal Care Attendant Program
Care Plan Counseling
Older Alaskan's Waiver
Adults with Physical Disabilities Waiver
Adult Protective Services
Information & Referral
Citizen's Foster Care Review



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TTY: (907) 465-2205



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ANCHORAGE, ALASKA 99503-5984
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FAX: (907) 269-3689/269-3688
TTY: (907) 269-3691

March 1, 2000

MEMO

To: Sharon Clark
Senator Miller's Office Faxed to 465-3883

From: Dwight Becker, Program Coordinator

Re: **CS SB 73 (FIN)** Fiscal Note



Hello Sharon,

I received your call about the fiscal note wanting to know why there was increase over last years fiscal note. There was an increase last year in the number of general relief assisted living clients. When I did the fiscal not last year, we were averaging more than 90 clients on GR each month. I used 90 at that time. Since that time we have been averaging 120 clients each month on GR. Therefore I revised the fiscal note to reflect this increase.

I used the exact same method for calculating the fiscal note this year as I did last year. I simply substituted 120 clients for 90 clients. The number of clients being augmented stayed at 33%, so that number also increased from 33% of 90 to 33% of 120.

The GR client caseload has been steadily increasing over the years. I expect that the need will continue to increase this year.

I hope this answers your questions.

Sincerely,

Dwight Becker

The TRUST

The Alaska Mental Health Trust Authority

March 1, 2000

Senator Mike Miller
State Capital
Juneau, Alaska 99801

Dear Senator Miller,

This letter is to confirm the Trustees commitment to provide Mental Health Trust Authorized Receipts (MHTTAR) to help the state increase the assisted living rate.

The Trustees have authorized \$391.0 of MHTAAR in the Department of Administration and \$459.0 in the Department of Health and Social Service for a total of \$850.0 for both FY 01 and FY 02. This \$1.700.0 commitment should enable the state to transition to a more appropriate assisted living rate with a minimal impact on the state budget.

If we can be of any further assistance, please do not hesitate to call.

Sincerely,



Jeff Jesse
Executive Director

Cc: Board of Trustees
Commissioner Poe
Commissioner Perdue

550 West Seventh Avenue, Suite 1820 • Anchorage, Alaska 99501

Telephone: (907) 269-7960 • Fax: (907) 269-7966

**ANALYSIS OF DIFFERENCES BETWEEN FY 99 AND FY 00 FISCAL NOTES
CSSB 72 (FIN)**

The Fiscal Note for FY 99 is: \$1,024.4
The Fiscal Note for FY 00 is: 1,094.2

The change is the result of several factors, including refined methods of calculation, which more accurately reflect the real needs of the population, and other changes outlined below.

Last year, MHTAAR made a commitment of \$900.0 or \$300.0 annually for three years. This year, the trust has committed for a total of \$918.0 or \$459.0 for two years. Resulting in a \$159.0 decrease in FY 01 and FY 02 General Fund Mental Health monies required.

The next three factors are all interrelated, and decrease the bottom line on the Fiscal Note. 1) The consumer contribution has gone from \$850, to \$862 per month, per consumer. 2) The number of consumers currently receiving services is 131. The FY 99 Fiscal Note reflected 138 consumers. The number of consumers varies from year to year. 3) An adjustment in the geographic differential from 25% in FY 99 to 13% in FY 00 more accurately reflects the locations of consumers.

By history, the average consumer contributes to their Assisted Living Homes a total of 11 months per year. The state must absorb the extra month. There are many reasons that consumers lose funding. An example is a short hospitalization, which causes a consumer to be temporarily ineligible for Medicaid. Using historical numbers, this creates an increase of \$165.5.

In past years, the augmentation for the most exceptional of consumers, Level 2, was \$22.00 per day. In an effort to reduce this expense, and to improve the lives of consumers, DMHDD has initiated a training program which is expected to help move people to Level 1 services, which do not require such one on one services. This \$35 per day augmentation results in an increase of \$128.0.

April 19, 1999

The TRUST

The Alaska Mental Health Trust Authority

Senator John Torgerson
Co-chair Senate Finance Committee
State Capital
Juneau Alaska 99801-1182

Dear Senator Torgerson,

This letter is to confirm authorization from the Trustees to include Mental Health Trust Authority Authorized Receipts (MHTAAR) in your FY00 budget plan.

As you discussed with the chair of the Board of Trustees, Nelson Page, on April 13th, the use of these funds as described below is ultimately contingent on the passage of an acceptable total mental health budget package. The discussions between the Trustees and the legislative leadership have been very positive and give every indication that such a package is being developed as the legislative process continues. Therefore, it is appropriate that the following MHTAAR commitments be included in your budget preparation at this time.

- \$600,000 in total MHTAAR during FY00 as part of the funding of the fiscal note for SB 73 to adjust payments for assisted living services. Although not specifically relevant to the FY00 budget, it is the intention of the Trustees to provide an additional \$600,000 in FY01 and FY02 for a three year total of \$1.8 million to assist the state in transitioning to the new payment schedule.
- \$400,000 in MHTAAR to assist the state in fully funding the FY00 mental health capital budget. We suggest that these MHTAAR funds be allocated to API Repairs and Maintenance (\$225,000), Coordinated Transportation and Vehicles (\$150,000) and Program Equipment - Competitive Grants (\$25,000). We understand that there will be reductions from the governor's budget in GF/MH in the same amounts from the same components. We further understand that the remainder of the mental health capital budget will consist of previously committed MHTAAR, GF/MH and AFIC funds.

Thank you for your support of the mental health program. We believe that the positive working relationship we have developed with the governor and the legislature will benefit the state, the Trust and, most importantly, our beneficiaries and their families. Please let me know if you have any further questions or concerns.

Sincerely,


Jeff Jessee, Executive Director

Cc: Board of Trustees
Annalee McConnell, Director OMB



February 24, 2000

The Honorable Senator John Torgerson
Alaska State Capitol, RM 516
Juneau, AK 99801-1182

Dear Senator Torgerson:

Senate Bill 73 and House Bill 258, which call for an increase in the General Relief daily rate of pay to assisted living homes for the care of indigent, vulnerable adults of Alaska, are now in their respective Finance Committees. We need your unqualified support to pass these bills through.

Please consider:

- The average daily rate of long term care in Alaska is approximately \$300 per day in the Anchorage area. Medicaid reimbursement to nursing facilities in Alaska is commensurately higher.
- The raise we are asking for simply puts us in parity with Social Security increases that have been taking place in the 18 years since we had our last upward adjustment in the daily rate.
- Many residents of nursing facilities which require a high dollar outlay by the state through its Medicaid program, could be cared for in independent assisted living homes for \$75 per day.
- This increase will allow assisted living to move into the rural area where elders are being lost to the urban nursing home for their care.
- We need to encourage the development of the assisted living home industry which provides jobs, training, and personal choice of placement not only to cut costs to the state but to prevent the emergence of unlicensed board and care homes which subject the residents to exploitation and substandard care in many cases. It is far better to encourage licensed, regulated assisted living homes to assure high standard of care for our Alaskan elders and vulnerable adults.

Assisted living homes are the placement of choice for many vulnerable people and their families when they can no longer care for themselves or be cared for by family members.

Sincerely,


Brenda K. Norton, RN, BSN,
Executive Director