

Assisted Living

AL

Available under Pathways, Health and Wellness, and TBI

What is AL?

AL is a residential setting that provides personal care and services, home and community assistance, chores, attendant care, companion services, medication oversight, meals, and therapeutic social and recreational programming. ALs can provide nonemergency, nonmedical transportation as well.

AL will have 24-hour on-site response staff to be able to meet both scheduled and unpredictable needs of residents.

What is needed to provide AL?

Facilities must receive licensing from the Indiana State Department of Health.

Licensing will evaluate the following:

- The physical structure of the AL
- The educational level, number, and personal health of the staff
- The financial ability to provide services
- The equipment used for services
- The history of other health facilities owned or managed by this organization

Facilities must have the following:

- Private in and out entrance for each individual that is lockable
- Bathroom that is lockable
- Laundry Facilities
- Access to public transit
- Provide 3 meals a day 7 days a week
- Access to a fridge and microwave
- All units and areas must be accessible

Staffing:

- Employ an Activity Director on site
- 1 licensed administrator (NF Administrator License or RCF Administrator License)

How to apply for AL?

Prepare the following documents:

**Will require on site visit to verify compliance with the settings rule*

Documents to Gather

- W-9 Tax Form/EIN
- Background Check (for owner and current employed)
- Liability Insurance Policy

- Secretary of State Letter
- ISDH Waiver & Licensure

Operations Manual

- Personnel Policy
- Job Descriptions
- Job Performance Evaluation Policy
- Employee's Rights and Responsibilities
- HIPAA Compliance Policy
- File Retention Policy
- Transfer of Information Policy
- Back Up Plan
- Organizational Chart
- Quality Assurance/Quality Improvement Policy
- Incident Reporting Policy

Resources

- [HCBS Waiver Manual](#)
- [Aging Rule](#)
- [Health Facility Licensing](#)
- [Settings Rule](#)