PURPOSE
To describe the conditions under which an admission bonus for a new resident move-in may be earned.

POLICY
1. Ageia Health Services offers a bonus for successful admission of a private pay resident who resides (is physically present) at the facility for a minimum of 30 days.
   a. The admission of a new private pay resident earns a $500 bonus. A resident is considered private pay if they have the resources to pay privately for at least one year. If, before one year has passed, the funding source changes to Medicaid, the difference between the private pay and Medicaid bonus will be due back to Ageia ($350).
   b. Should a new move in be referred by a referral agency, resident, family member or member of the community where there is a fee due the $500 bonus will be reduced to $150.
2. Double Occupancy: For couples, only one bonus may be earned. If one person is Medicaid and the spouse is private pay, the private pay bonus is applicable only if the private pay spouse is primary.
3. You must be employed at the facility on the resident’s 30th day of occupancy to be eligible for the bonus. If employment terminates before the 30th day of occupancy, the bonus is forfeit.
4. This policy is subject to change without notice. Should the policy change, any move-in bonus earned under the terms of this policy will still be paid.

PROCEDURES
1. The 30 day timeframe for bonus calculation begins on the day the resident physically moves into the building.
   a. Bedhold days do not count towards 30 days of occupancy. For example: Mr. Doe moves in on the 1st. On the 15th he goes out on bedhold. Mr. Doe returns to the facility on the 24th. The days from the 15th to the 23rd are not counted towards the 30 day minimum. Mr. Doe has 14 days of occupancy when he goes out on bedhold. His 15th day of occupancy is the 24th and the count progresses from that point.
2. On or after the new resident’s 31st day of occupancy you may request your bonus check.
   a. Email your request to Donna Colman (donna@ageia.net). In your request please include:
      i. Name of resident
      ii. Move-In date (date resident shows up on the census)
      iii. Payment source (Private or Medicaid)
   b. The days of occupancy shall be verified. Once verified, the bonus check will be prepared and mailed to your home address within one week.
3. A move-in bonus may be earned only once per resident.

I have read and understand the Move-In bonus policy.

Signature __________________________ Date ____________

Ageia Health Services  Move-in Bonus-Non-Medicaid Updated 3-7-2013