



Information Pack

Thank you for your interest in Wintringham Residential Care. There are lots of documents in this pack. Some of them are for you to fill in (if you decide to apply for a place at Wintringham) and others are just information for you.

There are 3 steps to your application:

Step 1: There are 3 requirements to **get on the waiting list**

1. We insist on all potential residents **visiting the facility**. This enables you to decide if you like the facility and Wintringham to ensure we can meet your needs.
2. You will also need to provide a copy of an Aged Care Assessment Service (**ACAS**) **Assessment**. This Assessment will state that you are eligible to live in the facility.
3. A copy of your **Permanent Residential Aged Care Request for a Combined Assets and Income Assessment**. This form may enable Wintringham to discount your fees. If you prefer not to disclose your Assets and Income to Wintringham please speak with the facility manager.

Step 2: Completing your application will enable you to be considered for places as they occur. There are 4 forms required to complete your application:

1. **Application for Residential Aged Care** – we need you to fill this in
2. **Consent to Obtain and Exchange Information** – to help us organise services for you
3. **Medical History** – please ask your Doctor to fill this in and send it back to us
4. **Pharmacy Admission** – so we know your entitlements

Step 3: Preparing for Admission (once you have been offered a place)

1. A **Compact (Cardboard) Medication Chart** will need to be filled in by your Doctor and given to Wintringham 24 hours before you move in.
2. Please also ask your doctor for **scripts for each of the medications** on the chart
3. Complete a **Centrelink Authorisation: Multiple consent and authority form**
4. Complete a **Centrepay** form (unless alternate arrangement has been made with the Site Manager)

Please read the **Resident Agreement** for your information. We will fill it in with you, after you move in.

If you have any questions, please ring the manager of the facility you are interested in:

Eunice Seddon (Dandenong): Julie Lack 8792 2800	Port Melbourne: Lee Anne Diano 9646 0588
Gilgunya (Coburg): Kate Rice 8199 1300	Ron Conn (Avondale Heights): Louise Devereux 9318 5655
McLean Lodge (Flemington): Amanda Campbell 9376 1599	Williamstown: Danny Stevens 9399 9833

