



STATE OF WASHINGTON
DEPARTMENT OF SOCIAL AND HEALTH SERVICES
Aging and Long-Term Support Administration
PO Box 45600, Olympia, Washington 98504-5600

March 2, 2017

AL TSA: ALF #2017-003
DISCLOSURE OF SERVICES FORM (DSHS 10-351) CHANGES

Dear Assisted Living Facility Administrator:

This notification is to advise of the changes to the assisted living facility *Disclosure of Services Form (DSHS 10-351)*, which was last updated February 2007. These changes were made to update division and program names; and respond to frequently asked questions by the residents and/or resident families as reported by field licensors, the associations, and other stakeholders.

The effective date of this form is March 2, 2017 for new admissions and when updating current resident forms.

The following is a list of the changes and/or edits made to this form:

- Changed: The agency logo was updated from the ADSA administration to the AL TSA administration.
- Changed: References to Boarding Home were amended to reflect Assisted Living Facility.
- Added: Notification of increased service which requires a 30 day notice, is waived in the event a resident has an unanticipated, unplanned, and substantial condition that requires an immediate change in care services that cannot meet the 30-day notification requirement under RCW 70.129.030(4).
- Changed section 1. *F: Services/Care-Housekeeping*. Provides clarifying language.
- Changed section 11. *Services Related to pets*. Removed 'excluding service animals'.
- Changed section 12: *Services Related to End-Of-Life Care*. Provides that a facility identify whether or not a facility will support advance directives of a resident.
- Changed section 15: *Medicaid Support*. Provides the resident information about the DSHS contracts the facility maintains.
- Changed section 18: *Scope of Licensed Services*. Provides that the facility will identify if the room in which the resident resides is a licensed bed, meets contract requirements, and/or has an exemption to physical plant requirements approved by the Department. It also verifies that the facility does not have more residents than beds that are licensed.
- Added section 18: *Scope of Licensed Services*. Provides information about the facilities oxygen services and hearing aid assistance services.
- Changed: The internet website for the professional page was recently updated <https://www.dshs.wa.gov/altsa/residential-care-services/information-assisted-living-facility-professionals>

If you have any questions or would like further information, please contact Jeanette Childress, Policy Program Manager, at (360) 725-2591 or at jeanette.childress@dshs.wa.gov

Sincerely,

Candace Goehring, Director
Residential Care Services

"Transforming Lives"