AGING AND LONG-TERM SUPPORT ADMINISTRATION RESIDENTIAL CARE SERVICES

**Adult Family Home Notice of Transfer or Discharge**

WAC 388-76-10615

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| RESIDENT NAME | ADULT FAMILY HOME NAME |
| This notice is to inform you that the Adult Family Home intends to transfer or discharge you. If you do not understand this form, ask a relative or friend for help or read the resident resources on the following page. | |
| This is notice that intends to transfer or discharge you to  ADULT FAMILY HOME NAME  on .  LOCATION DATE  **Reason(s) for the transfer or discharge** (if needed, attach a separate sheet to add more information)**:** | |
| 1. The transfer or discharge is necessary for the resident’s welfare and the resident’s needs cannot be met in this home. Explain: | |
| 2. The safety or health of individuals in this home are or would otherwise be endangered. Explain: | |
| 3. The resident has failed to make the required payment for their stay. Your outstanding balance is $ . Explain: | |
| 4. The home ceases to operate. Explain: |  |
| PROVIDER SIGNATURE DATE | RESIDENT OR REPRESENTATIVE SIGNATURE DATE |

**Copies to:** Resident and/or Representative Home and Community Services Case manager (Medicaid Only)

**Read the information on the next page for important resources.**

# Resident Resources

**Advocate for residents:**

State Long-Term Care Ombuds Office 1200 South 336th Street

Federal Way WA 98003

Toll-free telephone number: 1-800-562-6028 TTY: 711

The Long-Term Care Ombuds office may be able to help you locate legal services.

# For persons with a developmental disability or mental illness, contact:

Disability Rights Washington

315 – 5th Avenue South, Suite 850 Seattle WA 98104

Toll-free telephone number: 1-800-562-2702

TTY: 711

National Alliance on Mental Illness 7500 Greenwood Avenue North Seattle WA 98103

Toll-free telephone number: 1-800-950-NAMI (6264) – National Information Hotline TTY: 711

# Aging and Long-Term Support Administration (ALTSA) Complain Resolution Unit (CRU / DSHS Complaint Hotline):

Toll-free telephone number: 1-800-562-6078

TTY: 711