



24227 Crystal Lake Pl  
Woodinville, WA 98077-9515  
**(425) 402-9118**  
[www.AgingSafely.com](http://www.AgingSafely.com)

**Transfer from Current AFH to the new AFH**

- Current Long Term Care Assessment
- MARS (Medication Administration Sheets)
- Recent progress notes (at least for the past month)
- Recent vital signs/weight sheets/flow sheets
- All medical records, such as discharge summaries from hospitalizations history and physical, lab data
- All medications belonging to the resident

**Contact resident's primary care physician**

- Give change of address information
  - Request order for ancillary services based on assessment
    - PT    OT    ST    RN (Visiting Nurse)    Hospice
    - Mental Health    Social Work
  - Obtain copy of most recent history and physical (H&P), discharge summaries from last hospitalization for new AFH
  - Other:
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**Contact Vendors as necessary to have equipment transferred**

- Hospital Bed
  - Wheelchair
  - Walker
  - Oxygen
  - Other:
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- Change pharmacy OR contact current pharmacy with change of address**

**Provide new Adult Family Home with:**

- Copy of Durable Power of Attorney (DPOA)/Guardianship/POA
- Copy of the Living Will and POLST Form (Physician order for life sustaining treatment)
- Check with the AFH for other necessary paperwork to bring