

# ANNOUNCING ESAAL'S ADULT HOME & ENRICHED HOUSING PROGRAM MANUALS REGULATIONS, NOTES & GOOD PRACTICES

Empire State Association of Assisted Living  
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## INFORMATION & ORDER FORM

Unlike many other assisted living operations handbooks, ESAAL's adult home and enriched housing program manuals are specifically tailored to helping providers comply with New York State Department of Health laws and regulations, as well as to implement good practices to enhance resident quality of care and quality of life, and staff competency and satisfaction.

In these manuals, ESAAL brings to providers 32 years of experience in the operation of an Adult Care Facility. Each adult home or enriched housing program regulation is included, along with notes about how the regulation has been interpreted and enforced over the years, challenges that the regulation has presented, and good practices to assist providers to address those challenges and to comply with NYS Department of Health requirements. Supporting documentation provided over the years by the Department of Health and the former NYS Department of Social Services is provided. Also, the manuals include a Disc of sample forms in Microsoft Word® format so that they can be tailored to the individual provider's operation.

Contents include Notes & Good Practices in the following areas:

- Resident admission/retention criteria;
- Resident funds & valuables;
- Resident rights & protections;
- Resident services, including supervision, personal care, medication assistance, case management, & activities;
- Foodservice;
- Personnel, including qualifications, training, minimum staffing & health assessments;
- Records & reports;
- Environmental standards, including architectural, maintenance & housekeeping requirements;
- Licensure & application requirements; and
- Powers of the Department of Health in its regulation & oversight of adult homes & enriched housing programs.

**This manual is helpful for small, medium and large residences, and for new and seasoned providers alike. See page two of this form to order your manual(s) today!**



If you're tired of searching through manuals not tailored for New York, & huge piles of Department of Health and former Department of Social Services documents, this is the manual for you!

# ESAAL'S ADULT HOME & ENRICHED HOUSING PROGRAM MANUALS REGULATIONS, NOTES & GOOD PRACTICES

**Adult Home Manual:** consists of two discs: one that lists the adult home regulation, notes and good practices, and includes supporting documentation, i.e. DOH/DSS documents; the other disc includes sample forms that you can tailor for use in your program:

- For ESAAL Provider Members: \$569
- For ESAAL Industry Partner Members: \$725
- For Provider Non-Members: \$895
- Paper Copy of Manual With CD purchase: additional \$90

**Enriched Housing Program Manual:** consists of two discs: one that lists the enriched housing program regulation, notes and good practices, and includes supporting documentation, i.e. DOH/DSS documents; the other disc includes sample forms that you can tailor for use in your program:

- For ESAAL Provider Members: \$569
- For ESAAL Industry Partner Members: \$725
- For Provider Non-Members: \$895
- Paper Copy of Manual With CD purchase: additional \$90

**Purchase of both the Adult Home and Enriched Housing Manuals:** consists of three discs: two that list the adult home and enriched housing program regulation, notes and good practices, and includes supporting documentation, i.e. DOH/DSS documents; the third disc includes sample forms that you can tailor for use in your program. **Note:** Adult Home and Enriched Housing Program regulations are the same in some areas, and different in others. Likewise the two manuals are similar, but do have differences in guidance based on the regulations for each program. For that reason, for providers wishing to purchase both, ESAAL is offering a 40% discount for the second manual.

- For ESAAL Provider Members: \$910
- For ESAAL Industry Partner Members: \$1160
- For Provider Non-Members: \$1435
- With CD purchase of both manuals, Printed Paper Copy of Both Manuals: additional \$180



**Interested in becoming an ESAAL Member? There are many benefits to joining! Contact Carla Erhartic at [cerhartic@esaal.org](mailto:cerhartic@esaal.org) or at 518-371-2573 for more information, and/or visit our website at [www.esaal.org](http://www.esaal.org)**

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Quantity Ordered	Description	Member Provider Price	Industry Partner Member Price	Non-Member Provider Price	Optional Paper Copy of Manual(s) Additional Fee	Total
	Adult Home Manual	\$569.00	\$725.00	\$895.00	\$90.00	
	Enriched Housing Program Manual	\$569.00	\$725.00	\$895.00	\$90.00	
	Both Adult Home & Enriched Housing Program Manuals	\$910.00	\$1,160.00	\$1,435.00	\$180.00	
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