

# Application checklist

It is important for you to carefully consider the following questions before deciding to apply to any aged care home. If you or your representative are uncertain about any aspects of the care home, or its suitability for you, please contact HammondCare.

## Putting your application together

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**Name:**

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**Date of application:**        /        /

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**This residential care application is for:**         Permanent         Respite (only)

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### I have provided:

- Application for Residential Accommodation Form**
  - Medical Certificate Form** (or comprehensive medical assessment from your GP)
  - Statement of Assets Form** (not required for Respite care)
  - ACAT/ACAS Assessment - Aged Care Assessment Team/Service Assessment**
  - Copies of POA (Power of Attorney) and/or Guardianship papers** (if required)
  - Centrelink/DVA (Department of Veterans' Affairs) Request for an Assets and Income Assessment form has been lodged**  
(if required - date submitted        /        /        , not required for Respite care)
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### I have received:

- I have received enough information about the facility I have chosen**
- I understand the information and completed the necessary forms**
- I have retained a copy of these forms for my records**

Send all the above to the Client Liaison Manager in the Region where you are applying. Forward a copy of the Centrelink/DVA Assets Assessment letter when received (if required).

Thank you for taking the time to complete this application. If you have any questions along the way please contact the Client Liaison Manager in the Region where you are applying.