

GRF Caregiver Passes

Photos included on new 2015 passes

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Caregivers and the services they provide are vital to shareholders who need help with daily living. Hiring a caregiver is a private matter between the shareholder and the caregiver agency or individual of your choice.



Pass prototype

The Mutual Corporations passed Policy 7557 to set guidelines by which a caregiver can obtain a pass to enter the community.

Compliance with these policy provisions is mandatory. To obtain a caregiver pass, the shareholder or caregiver may pick up an application in Stock Transfer. General requirements include:

- Shareholders must provide a doctor's note stating that a caregiver is needed for assistance with daily living. The note may be issued on medical office letterhead or the doctor's prescription pad. Notes are valid for one year and are maintained on file.
- Half the Mutual Corporations require caregivers to provide a City of Seal Beach business license on an annual basis. Check with Stock Transfer or your Mutual Board of Directors to determine requirements.
- Family members providing assistance are required to register as caregivers, but are exempt from the City of Seal Beach business license requirement.

• Caregiver passes expire in June and December each year.

In order to put faces to the names of the hundreds of caregivers working in Leisure World, caregiver passes will now include the caregiver's photo. Caregivers should stop by Stock Transfer with the completed caregiver application to have their photo taken and receive the new caregiver pass. General information on new passes include:

- Caregivers must have their photos taken by a Stock Transfer employee; photos may not be submitted for the caregiver pass.
- Upon successful registration in Stock Transfer in June and December, new expiration dates will be applied to passes.
- Caregivers need to have their photos taken for each shareholder they work for, but do not need to have their photos retaken every six months.

Caregivers can now apply or re-register as new caregiver passes are now available in Stock Transfer.

2015 CAREGIVER PASS APPLICATION

You are required to provide the following to register:

- Caregiver's Picture ID.
- Doctor's Note stating part/full time Caregiver needed.
- City of Seal Beach Business License.

Mutuals 1, 7, 8, 11, 14*, 15, and 17 **must** have a Seal Beach Business License.
 Mutuals 2, 3, 4, 5, 6, 9, 10, 12, 14 and 16 **should** (not **must**) have a Seal Beach Business License.
 *Mutual 14 - see separate application.

Mutual/Apartment #: _____ Date: _____

Shareholder's Name: _____

Caregiver's Name: _____

New Applicant:	yes <input type="checkbox"/>	no <input type="checkbox"/>	Hospice care:	yes <input type="checkbox"/>	no <input type="checkbox"/>
Full Time:	yes <input type="checkbox"/>	no <input type="checkbox"/>	Part Time:	yes <input type="checkbox"/>	no <input type="checkbox"/>
Evenings/Weekends:	yes <input type="checkbox"/>	no <input type="checkbox"/>			

Agency Employed:	yes <input type="checkbox"/>	no <input type="checkbox"/>
Name of Agency:	_____	
Agency Telephone #:	(_____)	
Agency Address:	_____	

Family Member:	yes <input type="checkbox"/>	no <input type="checkbox"/>
Relationship to Shareholder:	_____	

Self-Employed:	yes <input type="checkbox"/>	no <input type="checkbox"/>
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The undersigned acknowledges that the approval of a Caregiver Pass by the Mutual does not constitute approval of the Caregiver, nor does it represent any direct or indirect liability on behalf of the Golden Rain Foundation or the Mutual Corporation for any actions by said Caregiver approved for a pass. FURTHER: I have read and received a copy of the Caregiver Disclosure and agreed to wear the badge and pass at all times while in this community:

Shareholder's Signature: X _____

Caregiver's Signature: X _____

Approved by: _____ Assigned Badge Number _____

Person Receiving Badge _____

Mutual/Apt.: _____

Date: _____

CAREGIVER'S APPLICATION

Stock Transfer Office

Confidential Information

Caregiver's Information

First Name	Middle Initial	Last Name
Current Living Address:		Male <input type="checkbox"/>
		Female <input type="checkbox"/>
Contact Telephone # () _____	Cell Phone # () _____	

Caregiver's Vehicle Information ▼

Vehicle Year, Make & Model	
Vehicle Color	
Vehicle License No.	
Vehicle Insurance Company	Company: _____
	Telephone: () _____

CAREGIVER DISCLOSURE

Licensing Requirements:

In order to work as a caregiver in Mutuals 1, 7, 8, 11, 14*, 15, and 17, caregivers MUST have a valid City of Seal Beach Business License or work for an agency with a valid City of Seal Beach Business License, per City of Seal Beach Ordinance 1435. A copy of the license must be in the possession of the caregiver at all times.

*Mutuals 2, 3, 4, 5, 6, 9, 10, 12, and 16 are exempt from Seal Beach Business License; Policy States "You **SHOULD** have a business license."*

Family Caregivers are exempt from providing a Seal Beach Business License.

**Mutual 14 has different requirements; see separate application.*

Caregiver Pass & Badge:

- Pass and Badge must be worn in clear sight at all times.
- Pass must be renewed every (6) months.
- Pass or badge holders may not be transferred or lent to anyone.

Use of Laundry Facilities:

- Caregivers must comply with Policy 7575, Laundry Room Use.
- Part time caregivers may use laundry facilities for shareholder's laundry only.
- Caregivers who are 24-hour live-ins may use washers and dryers for personal use.
- Washers and dryers are to be cleaned after every use; only two washers and dryers may be used at a time; and washed items are not allowed to be hung on patios.
- Washed items may not be hung on apartment patios.
- **IMPORTANT!** No items soiled with human waste may be placed in washers.

General Requirements:

- Caregivers must cease any disruptive noise after 10:00 p.m.; no loud radios, or TV.
- Neighbors' rights to peaceful possession must be respected at all times.
- Caregivers may not bring family members, pets or friends into Leisure World.
- Caregivers are not allowed personal use the community facilities.
- Caregivers must comply with the occupancy agreement requirements.
- Caregivers must comply with and assist their shareholder/employer with all Mutual policies.
- Caregivers must comply with all Leisure World traffic regulations.

General Vehicle & Carport Requirements:

- Caregivers must provide a Photo I.D. such as a Driver's License.
- Caregivers must provide a copy of their auto-insurance card. (Proof of Insurance)
- Caregivers may use carport space if resident does not have a vehicle.
- Caregivers must obtain a temporary carport parking pass from the Stock Transfer Office, **AND** display it on their car dashboard **at all times**.