

New Client Application

Date: _____ Completed By: _____ Phone: () _____

Client #1:

Last: _____ First: _____

Are You A Veteran Or Widow Of A Veteran? Yes No

Sex: M F Ethnicity: _____ Date of Birth: _____

Are You a Person With a Disability? Yes No

Client #2:

Last: _____ First: _____

Are You A Veteran Or Widow Of A Veteran? Yes No

Sex: M F Ethnicity: _____ Date of Birth: _____

Are You a Person With a Disability? Yes No

Do you rent or own where you reside? Rent Own
Where is the home located? Township City Village Of _____

Household Information:

Address: _____ Apt.#: _____

City: _____ Zip Code: _____

Phone: () _____ Email Address: _____

Married Widowed Divorced Single

Does Anyone Under The Age Of 60 Live With You? Yes No

If Yes, Do They Receive Social Security (SSI or SSD)? Yes No



Please answer the following questions to help us determine your level of need. Check either yes or no to the following questions.

1. Do you live alone?

Client 1: YES NO

Client 2: YES NO

2. Are you able to leave your home independently?

Client 1: YES NO

Client 2: YES NO

3. Do you have friends or family nearby that you are in regular contact with?

Client 1: YES NO

Client 2: YES NO

4. Have you fallen more than once in the six months?

Client 1: YES NO

Client 2: YES NO

5. Do you experience any confusion or forgetfulness?

Client 1: YES NO

Client 2: YES NO

6. Have you recently experienced a significant life event such as a loss or health issue?

Client 1: YES NO

Client 2: YES NO

7. Do you have a medical or mental health condition that makes it difficult to perform daily tasks?

Client 1: YES NO

Client 2: YES NO

8. Have you been in a nursing home or other care facility in the past year?

Client 1: YES NO

Client 2: YES NO

9. Does someone else set up or administer your medications for you?

Client 1: YES NO

Client 2: YES NO

10. Do you or anyone living with you smoke in your house?

Client 1: YES NO

Client 2: YES NO

11. Do you have any sensitivities to perfume or smoke?

Client 1: YES NO

Client 2: YES NO

Any additional information you would like to share with us: (Add an additional page if required.)

Requested Services:

- Home Health Care (Bathing & Personal Care, Vital Checks)
- Caregiver Relief (Respite)
- House Cleaning
 - Please check here if you need laundry done
- Lawn Mowing & Leaf Removal
- Snow Removal
- Outside Window Washing
- In-Home Foot Care
- Personal Emergency Response Unit (Please check below if you know the type of unit)
 - Landline (basic) Cellular Phone (GSM) Global Positioning System (GPS)
- Med Minder
- Transportation Vouchers
- BATA Pass
- COAST Bus

Approximate **monthly** income for household \$ _____

Please check if client chooses not to disclose income*.

*Please note: Clients choosing this option will pay the highest rate on the sliding fee scale.

Please list an emergency contact below:

Name: _____
Relationship: _____
Phone Number: () _____

Do you wish to have this person at the Initial Assessment in your home? Yes No

To qualify for services, a person must be 60 years of age and a resident of Grand Traverse County. There are fees for all Commission on Aging services, which are based on the client's household income.

Please return this application, along with proof of income and residency. We cannot accept applications without all of the required paperwork attached. Applications sent without all attachments will be returned.

See the next page for types of income and residency that we accept.



After receipt of your application/documentation, a Commission on Aging employee will contact you regarding the programs you have selected. At that time, we will discuss with you the approximate fees charged for that program, based on what you have provided us for proof of income. We will then place you on the wait list for the program(s) that you have indicated. Please note that some programs may have a long wait list and others possibly not. We will not be able to tell you exactly when your name will come off of a wait list.

What we accept for income:

Social Security statements, Bank statements, Income tax returns, Home heating credit returns, Homestead Property tax credit, Prior year W-2's if you have not filed a recent Income tax return.

Please note that we do allow your supplemental insurance costs to be deducted from your income. Social Security already has that breakdown on your Social Security statement, and it is already included in your Income tax returns for Social Security. If you have a pension or 401K (etc.) that does not include the cost of an additional supplemental insurance, please provide proof of that cost as well.

What we accept as proof of residency (must have the correct address):

Driver's license, State issued ID, Utility bill, Copy of rental agreement, Letter from apartment manager where you are living.

If you have any questions you may call us at: 231) 922-4688.

Please return this Application, along with proof of income and proof of residency to the following address:

Grand Traverse County
Commission on Aging
520 West Front Street, Suite B.
Traverse City, MI 49684