

The Leamington United Mennonite Home and Apartments

POLICY AND PROCEDURE

CATEGORY: Administration	SUBJECT: Resident Fees-Interest	SECTION: R POLICY: 6
DATE: September, 2004 REVISION DATE: April, 2015	Signature: _____ ADMINISTRATOR	

RESIDENT FEES

On admission, the Resident/Substitute Decision Maker will complete an Admission Agreement including the payment of appropriate accommodation fees and extra charges. Resident fees are due by the first day of every month, consistent with the payment schedule set out by the Ministry of Health, and confirmed by the Leamington Mennonite Home: Board of Directors. Monthly financial resident account statements are distributed to Residents/Substitute Decision Makers approximately one week prior to the due date of the monthly resident payment.

Residents/Substitute Decision Makers not able to make payment by the first of the month should notify the Chief Financial Officer in consultation with the Administrator and make appropriate alternate arrangements.

Any accounts not paid within 30 days of the due date shall be charged an interest rate of 1.5% per month, commencing with the 1st unpaid month of the accommodation fees.

The Home may pursue further measures after a 2 month delay in payment.

