

AFRH Procedures

Application Process

To apply for residency, you'll need to submit several application forms and comprehensive financial documentation (Pre-Admissions checklist is provided in packet)

- The Application Form (include copy of DD-214)
- The Medical Examination Form
- The Functional Assessment Form

These forms are available online to download or you may request the application forms be sent in the mail at www.AFRH.gov or call (800) 422-9988 option 1 to speak with the staff in the Public Affairs Office.

Healthcare Insurance

Residents are required to maintain healthcare insurance that covers hospital stays, outpatient services, durable equipment, medically necessary products and ambulance transportation. Pharmacy benefits are required for advanced level care (Assisted Living, Long Term Care, & Memory Support).

If you are eligible for Medicare or over age 65:

- Proof of Medicare A & B coverage (mandatory)
- Proof of supplemental health insurance
For those who retired from the Armed Forces:
 - ◆ Over 65, secondary coverage is TRICARE for Life®
 - ◆ Under 65, must obtain TRICARE Prime® (available at no charge for Military Retirees with Medicare)
- For those with less than 20 years of military service or are not Military Retirees (3 options):
 - ◆ Medicare Advantage Plan (w/drug coverage*)
 - ◆ Medicare Supplement Plan (plus Medicare Part D*)
 - ◆ Another qualifying healthcare insurance such as private medical insurance or Medicaid

*Note: pharmacy benefits are optional when applying, but AFRH recommends residents with supplements other than TRICARE® select one that does cover medications to be prepared for advanced care levels.

If you are not eligible for Medicare at this time:

- Military Retirees: must obtain TRICARE Prime® or TRICARE Retired Reserve® (premium based)
- Veterans with service connected disabilities who have 100% VA Benefits, are LIMITED TO using VA or DoD facilities unless there is another health insurance in place
- All other veterans are required to either have private medical insurance or be enrolled in Medicaid

Send all correspondence to:

Armed Forces Retirement Home
3700 N. Capitol Street NW
Washington, DC 20011
Attn: Public Affairs Office Box #584
PH: (800) 422-9988 option 1
FX: (202) 541-7519
EM: public.affairs@afrh.gov



Financial Documentation

If the application is reviewed and cleared by the preadmissions office and medical review board, it will be forwarded to the Campus Business Center for the income verification process and final determination. At this time the applicant will need to submit financial documentation to complete the application process and so that the residency fee may be determined. If additional documentation is needed, a member of the admissions team will contact the applicant.

Total income for computing monthly fee:

Fees are calculated based on the gross income including taxable & non-taxable income from all sources such as:

- ◆ Defense Finance and Accounting Service (DFAS)
- ◆ Department of Veterans Affairs
- ◆ Social Security Administration Benefits
- ◆ Survivor Benefit Payments
- ◆ Annuities or IRA distributions and interest
- ◆ Any pension or retirement income
- ◆ Any earned income, profit, or investment income
- ◆ Any other taxable and/or non-taxable income

Deductions allowed for computing monthly fees:

- ◆ Allowable insurance premiums paid (i.e. Medicare Part B & D, Medicare Advantage/Supplements, dental insurance, or premium based TRICARE (Prime or Select))
- ◆ Court ordered spousal or dependent support payment

Financial documentation to include but not limited to:

- ◆ Income tax forms from Internal Revenue Service (IRS)
- ◆ Banking and other financial account statements
- ◆ Pension, Annuity and Retirement account statements
- ◆ Benefit Award Letters (from VA, Social Security, etc.)
- ◆ Court Orders and other legal obligations
- ◆ Power of Attorney / Conservatorship documentation
- ◆ Health Insurance (proof of enrollment & payment)
- ◆ Other financial documents as required

For a list of the financial documentation required please refer to the Pre-Admissions Checklist in your packet.

AFRH Policies

Qualify for Independent Living

All applicants for residency must be physically and mentally able to live independently upon entry into the Armed Forces Retirement Home.

- ◆ The ability to be cared for by the existing facilities and services of the Retirement Home
- ◆ The ability to complete activities of daily living such as grooming and personal care, attending meals in a central dining hall, and keeping all medical appointments
- ◆ The ability to care for one's own room including light housekeeping such as making the bed, basic cleaning tasks, and taking care of personal laundry
- ◆ An ability to act in an emergency including independent mobility, communication, and navigation skills
- ◆ Full mental competency ~ must have the ability to make competent, rational decisions
- ◆ Freedom from alcoholism, drug addictions, and/or mental disorders (see below)

Mental Health Conditions & Substance Abuse

Individuals with mental health conditions are ineligible except upon a judgement and satisfactory determination by the Chief Operating Officer that the individual is safely able to live in the community independently and that their conditions may be accommodated by available services of the Home (our staff and facility are not equipped for continual observation, evaluation, or treatment of such conditions).

In order to make this judgement, applicants who have had addictions, cognitive impairment, or psychiatric conditions will submit a mental health evaluation completed by a licensed psychiatrist to the medical review board. Persons with a history of dependency on alcohol or drugs are required to show sustained and continued abstinence and have at least one continuous year of sobriety prior to admission. Furthermore, accepted applicants must abide by any conditions of residency as may be required by AFRH for continued membership in the Retirement Home.

AFRH Veteran Resident Fees

Fees based on a percentage of total gross income

Independent Living:	46.7%
Independent Living Plus:	50 %
Advanced Level Care*:	70 %

*Higher levels of care including Assisted Living, Long Term Care, and Memory Support are only available to current residents of the Home. All applicants must be qualified for an independent level of care in order to be admitted to AFRH.



AFRH Eligibility

Eligibility for members of the Armed Forces:

Persons, MALE or FEMALE, who served as members of the Armed Forces, at least one-half of whose service was not active commissioned service (other than as a warrant officer or limited-duty officer) and:

- ◆ are age 60 older and have 20 or more years of active service in the Armed Forces; or
- ◆ are suffering from a service connected disability; or
- ◆ served in a war theater or hostile fire zone and are suffering from an injury, disease, or disability; or
- ◆ served in a women's component of the Armed Forces prior to June 1948

Eligibility for Married Couples:

Married couples are eligible to apply for residency if:

- ◆ both individuals are veterans who are qualified for residency in their own right; or
- ◆ the veteran sponsor has at least 20 years of active-duty service and married their dependent spouse before retiring from the military.

Please call for details!!

Individuals who were discharged or released from the Armed Forces in other than honorable conditions, or who were convicted of a felony are INELIGIBLE to become residents of the Armed Forces Retirement Home.

Note: Fees will be limited to a maximum fee based on the cost of providing care to the resident. The resident will pay the lesser of the percentage calculation of their gross income or the maximum fee. Maximum fees may be subject to annual adjustment but the percentage calculation will remain fixed. Individual fees will be computed annually and may be adjusted for inflation, income fluctuation, and/or other factors each January. Fees for spouses are separate from the veteran's fee. If applying as a qualified married couple, please call for information about fees.