

.47 Relocation of Residents.

A. The facility shall develop and implement a written plan to provide for the smooth and orderly transfer of residents if the facility closes.

B. The plan for relocation shall include:

- (1) A description of how residents, families, or guardians will be notified and by whom;
- (2) Sample letters and other documents that will be used during a closure;
- (3) Procedures for notifying Medicaid and other payment sources;
- (4) Procedures for notifying the Office of Health Care Quality; and
- (5) A mechanism to ensure the safe and orderly transfer of residents that takes into account:
 - (a) Roommates, medical care, religious affiliation, geographical location and payer source;
 - (b) Proper assessment and identification of any special needs;
 - (c) Transfer of medical information and records; and
 - (d) Transfer of personal property.