



Dear Guest,

Welcome to Senior Spirit Medical Day center!

In order to process your application, you must provide us with the following information:

1. Your original medicaid eligibility card
2. Your social security card
3. Picture identification
4. Please bring original bottles of all medications you take
5. The name of your doctor, address and telephone number, and any other physician information including: psychiatrist, cardiologist, dentist, ophthalmologist, etc.
6. Name, address and phone number of person(s) to contact in case of emergency
7. Any medical information or reports regarding your medical condition
8. Special diet or care need
9. Do you require special transportation services - wheel chair, etc.

At the time of your visit, we will schedule an appointment for your:

- Prior authorization requests for adult day care services
- Doctor's appointment for retrieval of medical history and physical examination and completion of admission forms.

Please have these items available at the time of interview to assure a speedy process as well as better service. Senior Spirit of Roselle Park will provide you with a copy of any form requiring your signature upon request. Please feel free to contact us at (909) 241-9393 if you have any questions.

Sincerely,

Administration

**Senior Spirit of Roselle Park**

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430 WESTFIELD AVE E • ROSELLE PARK, NJ 07204 • 908-241-9393 • [Seniorspiritofrosellepark.com](http://Seniorspiritofrosellepark.com)



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The Administrator shall provide all participants and/or their families with the name, address, and telephone numbers of the following offices where complaints may be lodged :

**Division of Long Term Care Systems**

New Jersey Department of Health & Senior Services  
P O Box 367  
Trenton, New Jersey 08625-0367  
Telephone: (800) 792-9770

**State of New Jersey**

Office of the Ombudsman for the Institutionalized Elderly  
P O Box 808  
Trenton, New Jersey 08625-0808  
Telephone: (877) 582-6995

**New Jersey Division of Medical Assistance & Health Services**

P O Box 712  
Trenton, New Jersey 08625-0712  
Telephone: (609) 588-3828

**Division of Youth and Family Services**

P O Box 717  
Trenton, New Jersey 08625-0717  
Telephone: (609) 292-6920 or (800) 792-8610

**Division of Adult Protective Services**

505 South Ave.  
Cranford, New Jersey 07016  
Telephone: (908) 497-3902

**Senior Spirit of Roselle Park**

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