

**On Luck Chinese Nursing Home 安樂華人護理院**  
**Application form for Permanent Residential Aged Care Services**  
**長者護理永久住宿服務申請表**

Date of Application 申請日期: _____	For Office Use Only 本欄由院方填寫 Reference No. 申請編號 _____
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**Care Recipient personal details 服務使用者個人資料:**

Surname 使用者姓: _____	First Name 使用者名: _____
Chinese Name 中文姓名: _____	Sex 性別: <input type="checkbox"/> Male 男 <input type="checkbox"/> Female 女
Date of Birth 出生日期: _____ / _____ / _____ <small>DD 日    MM 月    YYYY 年</small>	Country of Birth 出生地: _____
Address 住址: _____	Language Spoken 語言: _____
	Marital Status 婚姻狀況: _____

Residency Status 居留身份:  Citizen 澳洲公民     Permanent Resident 澳洲居民  
 Other 其他: \_\_\_\_\_

1<sup>st</sup> contact person 第一聯絡人姓名: \_\_\_\_\_ Relationship 關係: \_\_\_\_\_

Contact Number 電話號碼: \_\_\_\_\_ Email 電郵: \_\_\_\_\_

Address 地址: \_\_\_\_\_

2<sup>nd</sup> contact person 第二聯絡人姓名: \_\_\_\_\_ Relationship 關係: \_\_\_\_\_

Contact Number 電話號碼: \_\_\_\_\_ Email 電郵: \_\_\_\_\_

Address 地址: \_\_\_\_\_

**Moving From 從何處搬離入住本院**

Home 住所    Address 住址: \_\_\_\_\_

Facility 機構    Facility Name 機構名稱: \_\_\_\_\_

e.g. Residential Aged Care Facility, Hospital, Transition Care  
 例如: 住宿院舍、醫院、過渡期護理等    Address 機構地址: \_\_\_\_\_

Contact Person 機構聯絡人: \_\_\_\_\_ Contact No 聯絡號碼: \_\_\_\_\_

Date of Admission 入院日期: \_\_\_\_\_

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**Legal and Financial Management details 法律及財務管理資料:**

**Enduring Power of Attorney (EPOA) 已申請持久授權書:**     Yes 是     No 否

VCAT Guardianship 已申請監護人     Yes 是     No 否

Personal Matter 個人事務

Both Personal & Finance 個人事務及財務

Finance 財務 (Mandatory)

others \_\_\_\_\_

Name 受權人名稱: \_\_\_\_\_ Relationship 關係: \_\_\_\_\_

Address 地址: \_\_\_\_\_

Contact Number 聯絡電話: \_\_\_\_\_

**Appointment of Medical Treatment Decision Maker 已任命醫療決策者:**

Yes 是     No 否

Name 受權人名稱: \_\_\_\_\_ Contact Number 聯絡電話: \_\_\_\_\_

Authorized attorney in EPOA to be responsible for **PAYING ACCOUNTS** and receive correspondence from the Aged Care Home / Government Department

請填寫財務委託人及代收由護理院或政府部門信件的授權人資料:

Name 授權人名稱: \_\_\_\_\_ Relationship 關係: \_\_\_\_\_

Correspondence Address 通訊地址: \_\_\_\_\_

Billing Address 帳單地址: \_\_\_\_\_

Contact Number 聯絡電話: \_\_\_\_\_

**Finance Guarantor appointed 已委託財務擔保人?**     Yes 是     No 否

Name 擔保人姓名: \_\_\_\_\_

Relationship 關係: \_\_\_\_\_

Address 地址: \_\_\_\_\_

Contact Number 聯絡電話: \_\_\_\_\_

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**Pension and benefit details 養老金及社會福利資料:**

\*There is no obligation to declare the following information. However, persons who do not will be charged the maximum Accommodation costs as per government guidelines.

可選擇不填寫以下資料。但如不填寫，院方可按政府收費的指引，而向申請人收取最高住院費。

**Do you receive any form of income support payment 有否申請或收取任何形式的收入補助金?**

Yes 是     No 否

Full Aged Pension 全額養老金

Part Aged Pension 半額養老金

DVA Disability Pension  
退伍軍人事務部殘障福利金

War Window(er)s Pension 戰後遺孀福利金

Superannuation 退休金

Overseas Pension 海外養老金

Other 其他: \_\_\_\_\_

Type of Concession Card 優惠卡類別:

Centrelink 福利部

Department of Veterans' Affairs  
退伍軍人事務部

Others 其他 \_\_\_\_\_

Pension Concession Card Number

養老金領取者優惠卡號碼: \_\_\_\_\_

Expiry Date 到期日: \_\_\_\_\_

Medicare Card Number 國民保健卡號碼: \_\_\_\_\_ Expiry Date 到期日: \_\_\_\_\_

Private Health Insurer 私家醫療保險公司名稱: \_\_\_\_\_

Membership Number 會員卡號碼: \_\_\_\_\_

Ambulance Membership Card Number 救傷車會會員號碼: \_\_\_\_\_

**Proceeded Assets & Income Assessment for Permanent Care**

**已向福利部申請入息及資產評估:**

Yes 是

with report 完成報告

report will be available 等候報告

No 否

Understand On Luck will not give priority of access to applicant who will not go through the Combined Assets & Income Assessment by Australian Government, therefore prepare to do so. 本人明白安樂護理院不會優先處理沒有向福利部提交「入息及資產評估」的申請，本人承諾會儘快進行申請手續。

Remark 備注:

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**Medical & Personal Care needs 藥物及個人護理:**

**Information regarding Medical Diagnosis & Medications 提交病歷及服用藥物資料:**

- As per ACAT Assessment 夾附養老評估服務報告  
 As per GP's Health Summary 夾附醫生病歷報告
- GP visits 醫生探訪:
- Own GP Dr \_\_\_\_\_ agreed to come to On Luck  
 已得家庭醫生\_\_\_\_\_同意到安樂診証
- Requires facility arrangement 由院方建議

**Readiness to move in 準備入住情況:**

If placement is offered, readiness to be admitted 如有宿位可否立即入住:

- Immediately 可立即入住
- Preparation time required 何時可準備入住: \_\_\_\_\_
- Put into waiting list only and will be advised by family 保留於輪候名單內並等待家屬通知

Remark 備註: \_\_\_\_\_

**Type of services received currently 現正接受的服務**

- HCPP 長者家居照顧服務     CHSP 社區關懷服務 (SSDC 日間活動中心)
- Others 其他服務 \_\_\_\_\_ Service starting date 服務開始日期: \_\_\_\_\_
- Name of service provider 提供服務的機構名稱: \_\_\_\_\_

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I understand On Luck Chinese Nursing Home has security system including security doors and key pads, and I consent to the using of such security system with my confirmation of the application. 本人明白安樂華人護理院內已安裝保安系統如保安門及密碼門鎖，申請時本人已同意使用該保安系統。

**Complete the following either by Care Recipient or Authorised Representative**  
**以下由服務使用者或授權人填寫及簽署**

Care Recipient / Name 服務使用者姓名: \_\_\_\_\_

Care Recipient Signature 服務使用者簽署: \_\_\_\_\_

Authorized Representative Name 授權人姓名: \_\_\_\_\_

Authorized Representative Signature 授權人簽署: \_\_\_\_\_

Relationship to Care Recipient 與服務使用者的關係: \_\_\_\_\_

Witness Name 見證人姓名: \_\_\_\_\_

Witness Signature 見證人簽署: \_\_\_\_\_

Date 日期: \_\_\_\_\_

For office use only 本欄由院方填寫:

Process Date: \_\_\_\_\_

Result:  Waiting list -Priority       Waiting list -Normal       Unsuitable application

Admission date: \_\_\_\_\_ Room No: \_\_\_\_\_

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**APPLICATION PROCESS 申請程序**

**If you express interest to apply for Permanent Care, our Admin Office will provide you the following:**  
 如閣下 有意申請本院長者護理住宿服務，可向行政部拿取以下文件:

- On Luck Permanent Care Information Brochure & Accommodation Costs explained Brochure  
本院「永久住宿服務資料」及「住宿服務收費說明」單章
- On Luck 'Application form for Permanent Residential Aged Care Services'  
本院「長者護理永久住宿服務」的申請表
- On Luck APP Privacy Policy Clients Consent Statement  
本院的「APP 私隱條文服務使用者同意書」
- Take control – A kit for making Powers of attorney/guardianship and Appointment of Medical Treatment Decision Maker  
「採取控制」— 製作委託書/監護權力及任命醫療決策者的資料小冊子(政府表格)
- Residential Aged Care Appointment of a Nominee form (Government form)  
入住長者住宿後委託人授權書(政府表格)
- Aged Care Calculation of your cost of care form (SA457) or Residential Aged Care Property details for Centrelink and DVA customer (SA485) or Pre-commencement fee letter  
「申請入息及資產評估」表格(政府表格)

**CHECKLIST 遞交申請表須知**

**If you confirm the application for Permanent Residential Aged Care Services, you are required to return the following documents mentioned in (A)&(B) to our Admin office:**

如閣下 決定申請本院「長者護理永久住宿服務」，請填妥下列(A)及(B)欄文件，並依(C)欄指示交回行政部:

**(A) MANDATORY 必須提交:**

- Current ACCR (Aged Care Client Report) / Support Plan completed by ACAT (Aged Care Assessment Team)  
由「養老評估服務」小組發出的「養老服務客戶記錄或「健康評估書」
- On Luck 'Application form for Permanent Residential Aged Care Services'  
本院「長者護理永久住宿服務」的申請表
- On Luck 'APP Privacy Policy Clients Consent Statement' 本院的「APP 私隱條文服務使用者同意書」
- Letter/ report after Assets and Income Assessment from Services Australia.  
「入息及資產評估」審查後發出的信件/報告。
- Health Summary (with 12 months) - Please visit the clinic with applicant in person to get the report from GP.  
最新 12 個月內的病歷副本 - 申請人須親身到診所向醫生拿取病歷報告
- Enduring Powers of Attorney - Finance 財務委託書
- Appointment of Medical Treatment Decision Maker 任命醫療決策者文件
- Copy of Pensioner Concession Card from Centrelink / DVA / Others 養老金領取者優惠卡 / 其他優惠卡影印本
- Copy of Medicare Card 國民保健卡影印本

**(B) IF APPLICABLE 如適用者:**

- Nomination of a Restrictive Practices Substitute Decision-Maker 限制性措施代理決策人之提名
- Copy of Ambulance Membership Card 救護車會會員卡影印本
- Copy of Private Health Insurance Card 私家醫療保險卡影印本

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**(C) Documents sent to 提交文件至**

Mail 郵寄: On Luck Chinese Nursing Home  
 PO Box 349, Doncaster East, VIC 3109

Fax 傳真至: 03 9844 6063

Scanned document to e-mail 或把掃描文件電郵至: [admin.onluck@ccssc.org.au](mailto:admin.onluck@ccssc.org.au)

Hand delivery to Reception 或親自交到本院接待處 177-179 Tindals Road, Donvale VIC 3111

**If your application is successful after assessment by DON or Care Coordinators, Admin Staff will contact you to discuss the following:**

申請經過本院院長或護理主任審批後並獲安排入住，行政部職員將會就下列事宜聯絡閣下:

- Progression of the applications to Government departments e.g. Income and Asset Assessment, appointment of Enduring Power of Attorney / Nominee 有關閣下 向各政府部門遞交申請如「申請入息及資產評估」及「授權書」的進展情況
- Accommodation costs and room allocation 住宿費及房間編排說明
- Daily Basic Fees as set by Department of Health & Aged Care \_\_\_\_/day, Hotelling and Non-clinical care Contribution \_\_\_\_/day, Refundable Accommodation Deposit (RAD) \_\_\_\_\_, and / or Daily Accommodation Payment (DAP) \_\_\_\_\_ 政府訂定的每日基本生活費\_\_\_\_\_, 餐飲及非護理補貼費\_\_\_\_\_, 可退還住宿訂金\_\_\_\_\_及(或)每日住宿費\_\_\_\_\_等等
- A copy of the Resident Agreement 安排拿取住宿服務合約
- Resident Agreement (2 copies) & Special Conditions additional to the Resident Agreement fact sheet for you to consult professional advises prior signing 說明住宿服務合約一式二份及其有關附帶條件，以方便閣下可於簽署前向律師諮詢
- Medical, Nursing and personal care needs of Care recipient 有關閣下 的藥物及護理需要
- Copy of Medication Chart to be completed by your own GP 拿取由家庭醫生填寫的「藥物治療表」

**Prior admission, you would understand and agree to**

在閣下 入院前必須明白及同意

- Return signed Resident Agreement (2 copies) 須要交回已簽署的住宿服務合約一式二份
- Inform On Luck whether or not your own doctor will come to On Luck for medical treatment 通知本院閣下的家庭醫生診証事宜
- Return completed Medication chart by your own doctor if applicable. 遞交已由閣下 的家庭醫生填妥的「藥物治療表」
- Appointment of visiting GP arranged by On Luck 由本院為閣下安排的診治醫生
- Consent \_\_\_\_\_ Pharmacy to pack medications for you. 入住後接受由\_\_\_\_\_藥房向閣下提供藥物