

**Department of Health and Social Services  
Division of Alaska Pioneer Homes  
Waitlist Application Instructions**

**Eligibility for the Alaska Pioneer Homes Inactive and Active waitlists.**

An applicant must be at least 65 years of age, be a resident of Alaska for one year immediately preceding the initial application and maintain residency in Alaska following application confirmation. (7 AAC 74.015) The State of Alaska and its Pioneer Homes follow an equal opportunity policy and does not discriminate in regard to race, creed, color, ethnicity, national origin, religion, sex, sexual orientation, gender expression, physical or mental ability, veteran status, military obligations, and marital status when determining eligibility.

**Waitlist Preference**

Applicants may choose either the Active or Inactive waitlists. The Inactive waitlist is for individuals that are not ready to live in a home, yet want to maintain their application date. The active waitlist is for individuals that are prepared to move into home within 30 days of an invitation.

**Additional Required Documents**

In addition to the Inactive application proof of age is required.

In addition to the Active application proof of age, Certificate of Need and History & Physical are required.

Power of attorney is optional, yet needs to be supplied if one is designated on the application.

Veteran's choosing the Alaska Veterans Pioneers Home have a Veteran's Addendum, DD214 & VA 10-10 EZ

All forms are available at our Pioneer Home, Central Office or through our website:

<http://dhss.alaska.gov/daph/Pages/default.aspx>.

**Choosing Home Choices.**

An applicant may choose to be on the waitlist for more than 1 home. However, a home should not be selected if the applicant is unwilling to live in that Home.

**Transferring from the Inactive to the Active Waitlists**

Inactive waitlisted individuals may transfer to the active list by completing the Waitlist Transfer Request form and supplying all of the active documents listed above for the Active application.

**Eligibility to Become a Resident.**

An applicant is eligible for admission on a space-available basis. Eligible applicants are admitted to a home based on the date the application is received, the level of service vacancy and gender. An individual must be in need of aid or benefit of the Homes as defined in (AS47.55.020) and receive a New Resident Pre-Admission Assessment to help determine the appropriate level of service. One must have, or have applied for, Medicare parts A, B & D or the equivalent and agree to pay the monthly fees as established by the Department of Health & Social Services. (7 AAC 74.015) Residents requiring a responsible party for payment of the monthly rates and fees must provide a valid Financial Power of Attorney, at the time of admission.

**Administrative Changes from Active to Inactive Status Due to Applicant:**

An individual that 1. Does not respond to a request for a History & Physical form or Certificate of Need within 60 days of the request 2. Does not respond to an invitation for assessment within 15 days of documented contact from the home or 3. Declines Pre-Admission Assessment or room admission offer, will be transferred to the inactive waitlist for a period of 180 days. An individual's original application date will be maintained throughout the transfers between the Inactive and Active waitlists.

Failing to verify eligibility annually will result in the individual being suspended from any waitlist and will require the need to reapply and receive a new application date.

If you have questions regarding the application, please contact the Department of Health & Social Services, Division of Alaska Pioneer Homes, PO Box 110690, Juneau, AK 99811, telephone (907) 465-4416. Submitting an application for admission does not automatically mean approval.