



Actors Fund Home

A residence of the
Entertainment Community Fund

Actors Fund Home

Dear Friends,

Thank you for your interest in the Actors Fund Home. We look forward to guiding you and your loved one through our application process and providing information about our long-term care assisted living, assisted living memory care, skilled nursing and dementia care services.

I appreciate you placing your trust in my staff and our facility, where we offer the very best care. The Home is a gold standard for senior care and a recipient of the highest rating of 5 stars from the Centers for Medicare and Medicaid Services.

In this packet, you'll find an Application as well as a Pre-Admission Checklist to help guide you through the required documentation needed. Once you've completed and signed the full application and gathered the documents listed on page one of the checklist, please submit them for review to Kathleen O'Leary via scanned email or by fax.

To streamline your application process, you can now use our interactive application found on: actorsfundhome.org.

By Email:

koleary@actorsfund.org

By Fax:

201.589.2792

Attn: Kathleen O'Leary

By Interactive Application:

actorsfundhome.org

If you have any questions regarding the application, admissions process or would like to arrange a tour of the Home, please feel free to contact Kathleen O'Leary.

We look forward to hearing from you!

Warm regards,

Jordan Strohl

Executive Director

jstrohl@actorsfund.org

201.871.8882 ext. 501

Enclosures





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Actors Fund Home Rate Sheet

Room and Board Rates

Effective January 1, 2026

Nursing Home Private Room	\$725/day
Nursing Home Semi-Private Room	\$630/day
Short-stay Rehabilitation—Shubert Pavilion	\$790/day

Assisted Living

—Percy Williams Wing	\$411/day
—Shubert or Friedman Pavilion	\$461/day
—Memory Care	\$529/day
Assisted Living Community Fee	\$1,000
Medicaid Application Fee	\$3,000



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Actors Fund Home Pre-Admission Checklist

Applicant's Name

Date

Initial items to submit to be placed on the waiting list:

Completed Actors Fund Home Application

Eligibility Information: Proof of 20 years of professional experience in the performing arts or entertainment industry (resume, union pensions, playbills, articles, union earnings printout)

Copy of Advance Directive, if applicable:

Living Will

Health Care Proxy

Power of Attorney

Guardianship papers

Copy of birth certificate OR valid U.S. passport

Copy of photo ID

Verification of any name change (copy of court order)

Copy of Medicaid documentation if applicable

Copy of Social Security Card (front and back)

Verification of Social Security monthly amount (award letter OR direct deposit statement)

Copy of Medicare card (front and back)

Copy of all secondary insurance cards (front and back)

Copy of medical/prescription insurance cards (front and back)

(Continued on reverse)

Financial Information:

Copy of CURRENT month's financial statements (all pages of all accounts: checking, investments, savings, retirement, etc.)

Copy of most recent tax return

Copy of pension check stub showing deduction and net amount

Copy of life insurance policy

Copy of ANY documentation on Long Term Care insurance policy

Documents needed for applicants who will also need to apply for New Jersey Medicaid:

5 years of bank statements and other accounts (all pages from each month)

5 years of tax returns

Copy of Social Security award letter and/or pension check stub

Proof of marital status: marriage certificate, divorce papers or death certificate

Outstanding debt owed such as credit card, mortgage, loans, IRS, etc.

Proof of residency for the past 5 years: landlord letter, apartment lease or deed

Deed to house and/or transfer deed if land or house was transferred

Closing statement for any land or real estate sold within the past 5 years

Copy of pre-paid funeral arrangements/deed to cemetery plot

Medical documentation is NOT usually needed at the time of application. This will be requested closer to the date of admission.

If you have any questions, please contact Kathleen O'Leary by email koleary@actorsfund.org or call 201.871.8882 ext. 543.



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Actors Fund Home Application for Admission

Assisted Living Memory Care Assisted Living Nursing Home Care Date _____

I. Applicant Information

Applicant's Name _____ Age _____

Date of Birth _____ Place of Birth (county/state) _____

Home Phone _____ Cell Phone _____

Email _____ Social Security # _____

Home Address _____

City _____ County _____ State _____ Zip Code _____

Applicant is now at

Home Hospital Nursing Home Assisted Living Other

Please identify location if not at home

Name of Facility _____

Address _____

Telephone _____ Length of Stay _____

Own Home Rent Other Living Arrangements

Alone or with others; please specify name, age and relationship to applicant

Primary Language English Other, please specify _____

Is Applicant a U.S. citizen? Yes No; explain citizenship status _____

Date of entry into U.S. _____

Marital Status: Married Divorced Single Widowed; Date of Spouse's death _____

Name of Spouse _____

Did you serve in the Armed Forces? No Yes; Branch of Service _____

Religion: Jewish Catholic Protestant Other, please specify _____

II. Professional Eligibility: (May be Applicant or an eligible relative)

Applicant: Professional Name

Legal Name (if different from above)

Performing Arts or Entertainment Occupation

Eligible Relative: Professional Name

Legal Name (if different from above)

Performing Arts or Entertainment Occupation

Relationship to Applicant

Union Affiliation(s) of Eligible Professional:

Union 1:

Union 3:

Union 2:

Union 4:

Please provide brief description of Eligible Professional's career in performing arts and entertainment.
(Please note you will later be asked for union printouts, IBDB printout, any other documentation):

III. Advance Directives

Does Applicant have a Financial Power of Attorney (POA)?

No

Yes; Please provide POA information below

Name of POA

Relationship

Address

City

State

Zip Code

Home Phone

Bus. Phone

Cell Phone

Email

Does Applicant have a Health Care Proxy? Yes No

Name of Proxy	Relationship	
Address		
City	State	Zip Code
Home Phone	Bus. Phone	Cell Phone
Email		

Does Applicant have Legal Guardianship? Yes No

Name of Proxy	Relationship	
Address		
City	State	Zip Code
Home Phone	Bus. Phone	Cell Phone
Email		

Other parties to be notified in case of illness, incident or emergency. (Please list in order of importance)

1. Name	Relationship
Address	
Cell Phone	Email
2. Name	Relationship
Address	
Cell Phone	Email

IV. Funeral Arrangements

Does Applicant have Funeral/Burial Arrangements? Yes No

Is the Burial Contract "Irrevocable?" Yes No

Name of Funeral Home/Cremation Service
Address
Telephone

V. Financial Information

Who will be responsible for managing the Applicant's finances?

Applicant: Yes No Power of Attorney: Yes No Other: Yes No

Will Responsible Party use Applicant's assets, as described below in Section V, to pay for Applicant's care?

Yes No

Will Applicant need to apply for New Jersey Medicaid (i.e. Applicant has less than \$2,000.00 in assets)

Yes No

Current Income/Benefits (Please list ALL income here)

	Monthly Amount	Source of Income
Social Security	\$	
Pension	\$	
Annuity (ies)	\$	
Interest	\$	
Reparations	\$	
Veteran's Benefits	\$	
Dividends, Royalties, etc.	\$	
Estates/Trusts	\$	
Other	\$	
TOTAL INCOME	\$	

Assets (Please include copies of most recent statement from EACH account)

	Total Value	Name of Bank / Institution
Checking Account	\$	
Savings Accounts (Money Market, Certificates of Deposit, Mutual Funds, etc.)	\$	
U.S. Savings Bonds, Stocks, Securities	\$	
Trust Fund	\$	
IRA, Keogh or other Tax deferred income	\$	
Other	\$	
TOTAL ASSETS	\$	

Liabilities (as of application date)

Please list any debts owed by the Applicant and the approximate amount (IRS, mortgage, credit card, etc.):

Does the Applicant have any pending claims, such as: lawsuits, divorce settlements, inheritance, accident claims, sale of property or other claims, or does anyone owe the Applicant money? Yes No

Please Explain

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VI. Real Estate

Applicant owns real estate, situated in the Town/City of

County

State

Description of property (i.e. residential, land, etc.)

Estimated market value \$

Additional properties/information

VII. Insurance

Does the Applicant have Life Insurance policies with cash value? Yes No

Insurance Company

Policy Number

Approximate Cash Value **\$**

Is the Applicant named as beneficiary on another's insurance policy? Yes No

If yes, name and relationship to Applicant

Does the Applicant have Long Term Care Insurance: Yes No Insurance Company _____

Policy Number **1234567890** Name of Insured **John Doe**

VIII. Medical Insurance

Medicare Number	Does Applicant have Medicare Parts A and B?	Yes	No
Does Applicant have a “Medigap” or Supplemental Policy?			
Name of Policy	Member I.D. Number		
Does Applicant have a Prescription, or Part D Policy?			
Name of Policy	Member I.D. Number		
If Applicant does not have “Original Medicare”, do they have a Medicare Advantage Plan?			
Name of Policy	Member I.D. Number		
Does Applicant have a Commercial Insurance Policy, perhaps from an employer or Union?			
Name of Policy	Member I.D. Number		

IX. Miscellaneous Information

Is Applicant aware of this application and agreeable to placement?	Yes	No
Can Applicant be contacted regarding status of this application?	Yes	No

Please check the appropriate answer:

I am ready for immediate placement when a bed becomes available.
 I am not ready for immediate placement when a bed becomes available.

Certification

I understand no application is considered for admission until all requested information is furnished. I agree, if admitted, to abide by the rules, regulations and policies of the Actors Fund Home. I represent that to the best of my knowledge, the above statements and information provided are true and correct.

Signature of Applicant/Power of Attorney

Signature of Representative

Print Name

Print Name

Date

Date