

Congregate Applicant Checklist:

This is for your records while you are going through the congregate application process.

Action/Topic	Date Completed/Notes
Submit Congregate Application to Housing Authority	
Submit documentation to Housing Authority: <ul style="list-style-type: none">• Birth Certificate and Social Security Card• Picture identification and/or passport• Verification of all income such as your gross Social Security Benefit Statement, SSI, Pension, Wages, etc. 6 most recent pay stubs• Verification of all bank accounts, including 401k, Stocks, Bonds, etc.• Checking and Savings Account statements showing at least a 30 day period• Verification of Health Insurance premium and verification of payment.• Verification of all out of pocket paid medical expenses for the last 12 months including prescriptions.• Verification of any Real Estate owned by applicant(s).• Address for the last 5 years including the name and current address of the landlord.	
Tour of Congregate Site	
Review of and signing of Release form – this allows ASNCM staff to review your application with the Housing Authority	
Review of and signing of the Physician Release Form – this allows ASNCM to obtain medical information from your PCP or the facility PCP	
Home Visit – The Congregate Coordinator will conduct a home visit and complete a congregate assessment	
Notification of congregate approval or denial	