

This is to authorize Carewest to create and maintain a Trust Account for the below named Resident. There is no minimum deposit required to establish a Resident Trust Fund account. The **maximum** amount of cash that can be held in the Resident Trust Fund account is **\$500 per Resident**.

For Resident Trust Fund accounts where **Carewest is acting as an informal trustee**, the **maximum** amount of cash that can be held in the account is **\$3000 per Resident**. Any amount in excess of the threshold will be refunded to the Resident or the responsible Party depending on the resident's individual circumstances.

Resident Trust Funds shall earn interest, monthly, utilizing the interest rate provided by AHS Finance – Banking Services Department.

Funds may be withdrawn by the Resident up to a **maximum of \$200 per day or the balance if less than \$200** in the account (Facilities may implement stringent limits depending on the resident's individual circumstances and the size of the Replenishment Fund). Residents also authorize disbursements of funds from their Resident Trust Fund account for:

Services/Items	Initials of Resident or Legal Representative (Finance)
Accommodation fee	
Bus Fee for recreation outings	
Basic Cable TV	
Clothing Labels and Labeling (onetime fee)	
Hairdressing Services	
Laundry fees	
Late payment penalty	
Nail care kit	
Uninsured care supplies	
Authorized "Chits" or Bills including (Dry cleaning, Liquor Orders, Gift Shop, Resident Programs)	
Foot care	
Others (specify)	

- Carewest will prepare and provide a statement of account to Residents on a monthly basis.
- The Resident shall be responsible for reviewing their monthly statement and reporting any identified discrepancies in a timely manner.
- Carewest will provide a receipt for all deposits and withdrawals made to the Resident Trust Fund Account. Residents may close their Resident Trust Fund account at any time by providing written notice. Upon closure of a Resident Trust Fund account any remaining funds shall be applied first against any outstanding charges to Carewest related to Trust activities.
- Any excess funds shall be refunded to the Resident or the Resident's estate, as per AHS Resident Trust Fund Account Standard guidelines.
- Resident Trust Fund accounts shall be closed upon notice of transfer to a different facility, discharge, or death. All Resident Trust Fund accounts with a balance for deceased residents, that remain unclaimed for more than Twelve months, will be donated to the Calgary Health Foundation.
- The facility will make reasonable attempts to contact the Resident's next-of-kin on file prior to donating any excess funds to the Calgary Health Foundation.

### Authorization/Signatures

I hereby **authorize** that the funds remaining the Resident Trust Fund Account be **donated** to the Calgary Health Foundation  Yes  No

Name of Resident/Legal Representative (Finance)	Resident's Name:	
Signature of Resident/Legal Representative (Finance)	Relationship to Resident	Date (yyyy-Mon-dd)
Signature of Witness		Date (yyyy-Mon-dd)