



WAITING LIST - POLICY

- 1. PURPOSE OF B'NAI B'RITH RETIREMENT VILLAGES**

To provide a Jewish independent housing option for older Jewish people.
- 2. OBJECTIVES OF B'NAI B'RITH RETIREMENT VILLAGES**
 - 2.1 To provide independent accommodation to older Jewish singles or couples.
 - 2.2 To provide reasonably priced accommodation to older Jewish people.
 - 2.3 To provide residents with a Jewish living environment.
 - 2.4 To provide a resident Caretaker for monitoring and initial point of contact
- 3. ELIGIBILITY CRITERIA FOR WAITING LIST APPLICATION**
 - 3.1 Be of the Jewish faith.
 - 3.2 Be a retired person, namely either have attained the age of 55 years, or have ceased full-time employment. If there is a couple as the applicant, at least one must be a retired person.
 - 3.3 Able to live independently (with or without community supports).
- 4. WAITING LIST APPLICATION PROCESS**
 - 4.1 On receiving a request to be on the Waiting List for the Village, the Administrator will give the person making the request a Disclosure Statement, Waiting List Application Form, Licence Fee Schedule and Licence Fee Refund Scale. If the person making the request has not previously made an enquiry concerning the Village, the Administrator will first give the person a copy of the General Inquiry Document for the Village. If the person confirms their interest the Administrator will give the person the other documents referred to above.
 - 4.2 A completed application form needs to be accompanied by a refundable fee payment of \$200.00.
 - 4.3 Applicants will be allocated to their nominated list(s).
- 5. WAITING LIST PRIORITY**
 - 5.1 B'nai B'rith affiliated applicant(s) with 5 years membership at the time of application or those whose child(ren) similarly have 5 years membership at the time of application will be entitled to move ahead of those applicants without appropriate B'nai B'rith affiliation. Priority will be determined by the date of application.
 - 5.2 All non-B'nai B'rith affiliated applicant(s) will join the list in a position determined by their date of application.
- 6. VACANCIES**
 - 6.1 Offers to fill vacancies will be made on the basis of the Waiting Lists. Basically, applicants will then need to complete a detailed Admission Application Form giving: personal information; financial information; legal information; Jewish affiliation information; medical information; emergency information; next-of-kin information; and optionally Hebrew historical information.
 - 6.2 All applicants must be approved by the Admissions Committee. The members of the Admissions Committee are one of the Administrators for the relevant Village, the Chairman and one other Director or other person approved by the Board of the Company. The Admissions Committee must be unanimous in their decision to accept an applicant; otherwise the application is referred to the full Board for its decision.