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Lawrenceville, GA 30043

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Healthcare Professional Services, Inc.

Submission Requirements

Long Term Care, Nursing Home, Retirement Center

- Appropriate application and supplements.
- All applicable Acord Applications.
- State Inspection Reports for the last 2 years. Including all statements of deficiencies & plans of correction.
- Five years of current valued loss reports.
- Current audited financial statement (income, balance sheet, profit & loss with management notes.
- Quality Indicator Report (one report for the past 6-month period).
- Substantiated Complaint Survey if substantiated complaint is within last 2 years.
- Signed Statement of Values.
- Brochures and/or advertising materials, web address.
- Facility diagram/plot plan.
- Resumes for administrator & director of nursing.
- Facility license.
- Admission/Resident agreement.



The Medical Malpractice Specialists
www.healthcareprofservices.com