



# Policies to Thrive By

Your enlistment into the US Armed Forces carried a great responsibility. Thousands of your fellow service men and women – and millions of civilians – relied on you to uphold your duty. The same goes for your entry into the AFRH. It, too, calls for great responsibility and discipline in following our policies and procedures:



- > For safety, open an account and deposit your money in the campus bank
- > We recommend using travelers checks when away from AFRH

## **Medical Policies:**

- > Medicare A&B Coverage is mandatory before your entry into AFRH

### *Military retirees under 65:*

- > If you have Medicare benefits, you must obtain Tricare Prime as secondary coverage (at no charge)
- > If you have no Medicare, you must obtain and pay for Tricare Prime. A Primary Care Manager (PCM) can be used at military facilities, yet you will be liable for co-pays on civilian-sector treatment

### *Military retirees over 65:*

- > If you have no Medicare benefits, you must obtain Tricare Prime

### *Non-military retirees:*

- > If you have a 100% service-connected disability, you must use VA or DoD facilities
- > If you have Medicare benefits, you must get a Supplement, or enroll in a Medicare HMO or Medicaid if eligible
- > If you are under 65 with no Medicare, Medicaid or VA benefits, you must buy major medical insurance

## **Financial Responsibility**

If you become ill or injured while away from the AFRH, then you are responsible for your medical expenses. Normally, our support facilities can provide you with sufficient medical care. If, for any reason, you need a medical procedure that goes beyond our professional staff's capabilities, then our emergency department may call on civilian sources. In such rare cases, you are liable for medical costs.

## **Conduct Policies:**

- > Always behave in a congenial manner toward staff & residents
- > Public profanity, rudeness and lewd behavior are unacceptable
- > You are required to tend to your own personal needs
- > Meals are served three times a day, at set times

## **Financial Policies:**

- > You must pay resident fees electronically each month
- > You are required to manage your own financial affairs
- > We advise you not to keep extra money on you, or in your room (beyond your immediate needs)

**B**eyond your military Eligibility Requirements (pg. 13 in our brochure), you must be in good physical condition to be considered for admission to the AFRH. Specifically, you must meet the following health criteria:

**Physical Requirements:**

- > The ability to live independently at our existing facility
- > Full mental competency (e.g., the ability to make rational decisions)
- > An ability to speak, hear and see (with or without aids) in order to perform basic functions
- > The ability to care for your own room (e.g., make the bed, clean the bath, floors and windows)
- > Freedom from alcoholism, drug addictions or mental disorders. Our staff and facility are not equipped to treat such conditions or perform continual evaluation, observation or treatment

*Sobriety Exception:*

If you have a history of excessive alcohol or drug use, you must prove your sustained and continued abstinence and have at least one continuous year of sobriety. Documentation of this proof must be in the form of three letters from rehab professionals, AA staff or medical personnel (not from friends or neighbors). These letters must indicate your treatment was successful and you are maintaining



sobriety. Yet, such documents do not guarantee your admission to AFRH.

**Personal Responsibility**

Life at the AFRH is truly rewarding and fulfilling when we all take personal responsibility for our actions. As a resident, you will be asked to treat others the same way you wish to be treated. In return, you will receive positive support and friendship from your fellow residents, the staff and service partners of the AFRH. From all of us at the Home, we wish you the very best in your retirement.

*Our goal is to enhance your life and ensure everyone's safety. We can achieve this if you adhere to the Home's rules.*



**Armed Forces Retirement Home**  
**3700 North Capitol Street, NW**  
**Washington, DC 20011-8400**  
**ATT: Public Affairs Office 1305**

Email: [public.affairs@afrh.gov](mailto:public.affairs@afrh.gov)  
Phone: 800.422.9988  
Fax: 202.730.3492  
Web: [afrh.gov](http://afrh.gov)





# Rooms to Thrive In



Our campus offers you many activities and wide-open spaces to explore. Yet, sometimes, we all wish to simply retire to the privacy of our own room. Here at the AFRH, you'll enjoy your own private, single room with heat and air conditioning. The average room size is about 130 sq. feet of living space – plus your own private shower and walk-in closet.

## Supplied Amenities:

- > A single bed, desk, chair and reading lamp are included
- > Each room is wired for cable TV and a personal phone line. (If you elect these services, you must pay for them yourself.)
- > Bed linens and towels are provided and laundered for you regularly

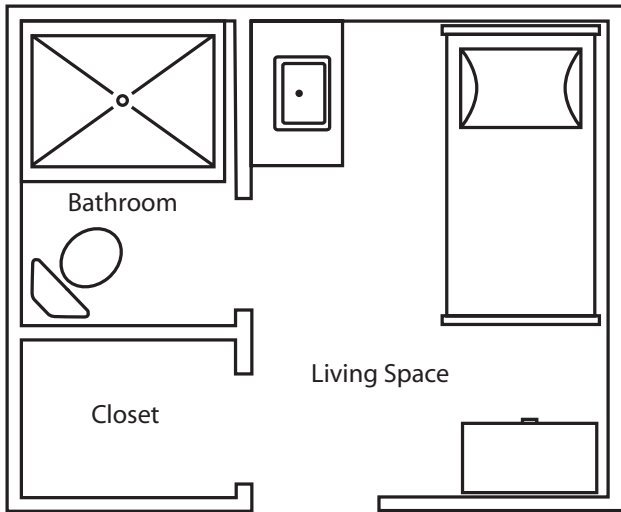
## Resident Rules:

- > All new residents will reside in the Scott Building
- > You must maintain your room in a sanitary and presentable manner
- > Smoking is permitted only in designated rooms

## Special Requests:

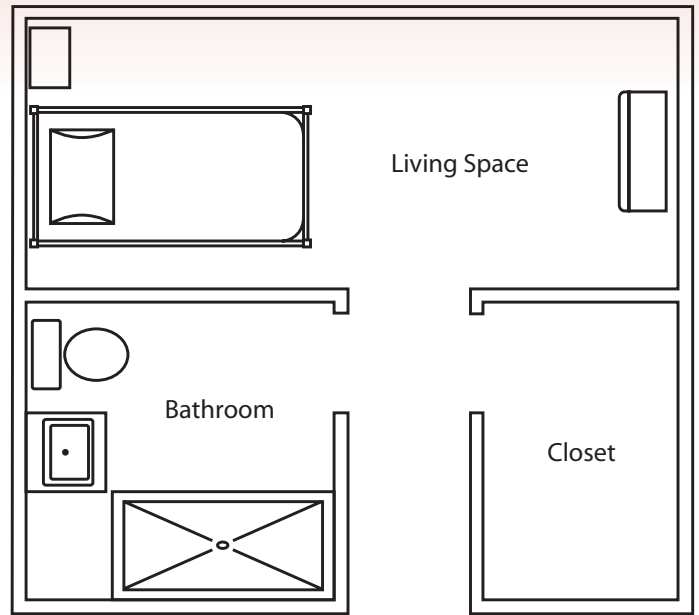
- > At any time, you may request to live on a non-smoking floor
- > Small refrigerators, computers, microwaves, etc. are allowed in your room





### Scott Building

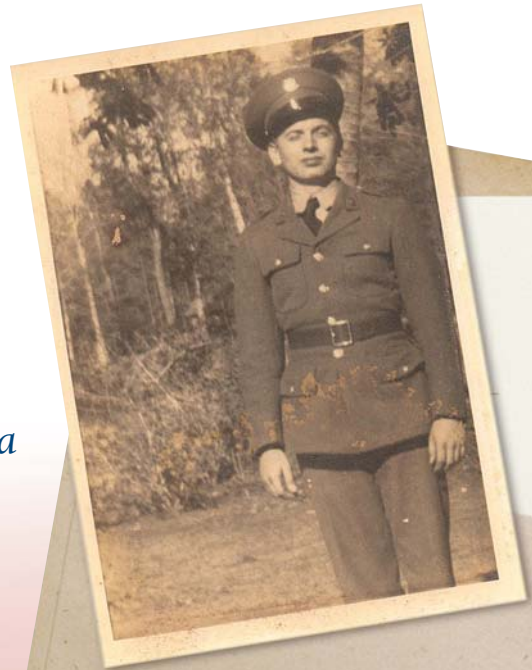
- > Assigned to all new residents
- > Approx. room size: 130 sq. ft.
- > Bring your own: TV & microwave



### Sheridan Building

- > Priority is given to current residents
- > Approx. room size: 180 sq. ft.

*Our veterans proudly display their medals, war memorabilia and cherished photos.*

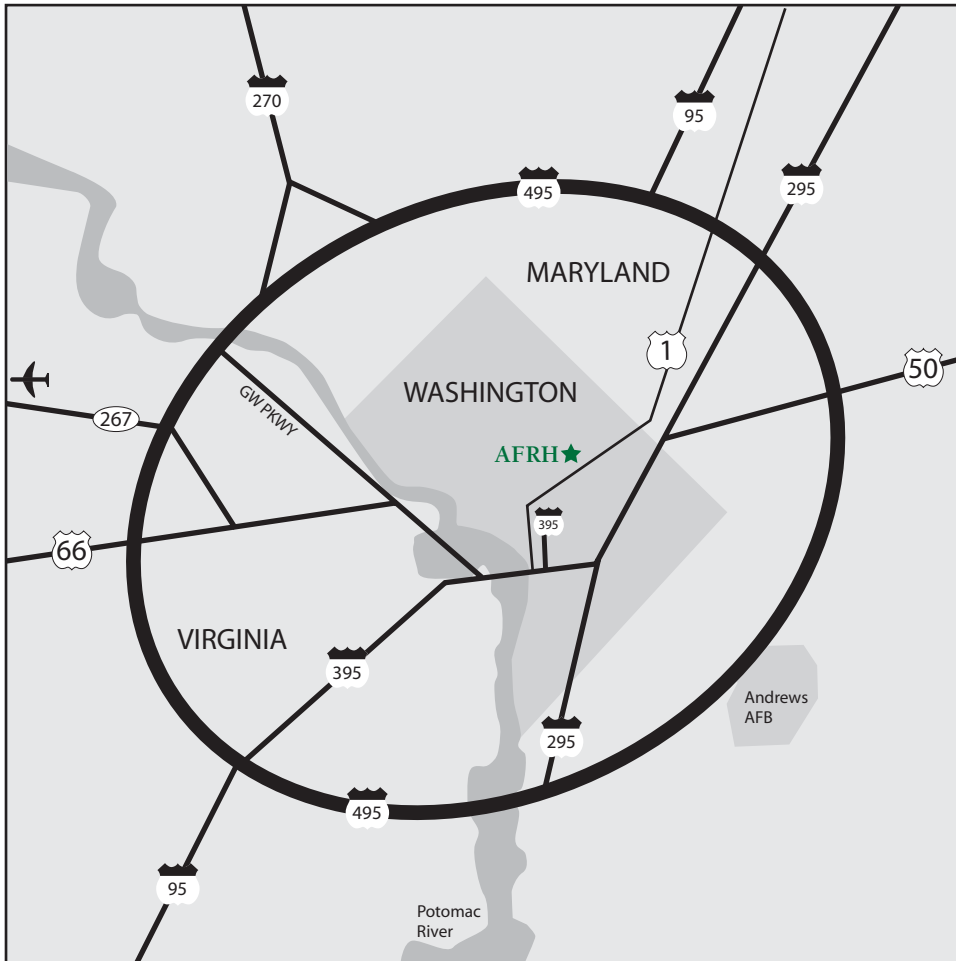


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# Directions to Thrive By



*AFRH is  
just off the  
Capital Beltway  
(I-495) in  
Northwest DC*

## **From Maryland & Points North/West:**

- > Take I-495 - Capital Beltway
- > Exit 31 - Silver Spring
- > Stay on Georgia Ave. in Silver Spring
- > Pass Walter Reed Army Medical Center
- > Turn LEFT on Upshur St. - between 4200 & 4300 block
- > Cross Rock Creek Church Rd. - enter AFRH Main "Eagle Gate"
- > Check in with Security

## **From Virginia & Points South:**

- > Take I-395 North
- > Interstate ends at New York Ave.
- > Turn RIGHT on New York Ave.
- > Go 2 Blocks, veer RIGHT onto M St. (at sign: "N. Capitol St.")
- > Go to 2nd Stoplight and turn LEFT onto N. Capitol St.
- > Continue on N. Capitol for about 1.5 miles
- > Pass the Home & Sign: "Armed Forces Retirement Home" (on left)
- > Go down Hill, make LEFT onto Allison
- > Go 1 short block - turn LEFT onto Rock Creek Church Rd.
- > Go uphill, then turn LEFT into AFRH at the "Eagle Gate"
- > Check in with Security

## **From Annapolis & Points East:**

- > Take State Rt. 50 West - which becomes New York Ave. in DC
- > Take the S. Dakota exit
- > Cont. on S. Dakota
- > Make a LEFT onto Taylor
- > Turn RIGHT onto N. Capitol St.
- > Continue on N. Capitol for about 1.5 miles
- > Pass the Home & Sign: "Armed Forces Retirement Home" (on left)
- > Go down Hill, make LEFT onto Allison
- > Go 1 short block - turn LEFT onto Rock Creek Church Rd.
- > Go uphill, then turn LEFT into AFRH at the "Eagle Gate"
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# Application Steps to Thrive By

**W**e're excited that you wish to apply for residency at AFRH – the premier retirement community for America's veterans. This insert contains all the instructions you need to successfully complete our application. If you have any questions, call Public Affairs toll-free at 800.422.9988.

## Step 1 - Gather Documents:

- > DD Form 214 or Statement of Service summary
- > A copy of your Federal Tax Return for the most recent tax year. If exempt from filing, provide verification of all income for most recent year (e.g., W2s, 1099s, all investments and savings)
- > Documentation of the gross amount you're entitled from all Federal payments (Civil Service Retired Pay, Military Retired Pay, Social Security, VA Compensation or Pension, etc.)
- > Proof of payment for other health insurance
- > Verification of current year Medicare Part B premium and supplemental insurance payment (or proof of Tricare enrollment)
- > Your results of a PPD Screening Test for Tuberculosis, conducted by a medical professional (A 'positive' will not necessarily result in residency denial. But a chest X-ray will be required.)

## Step 2 - Complete Application:

- > Please provide thorough and accurate information on the enclosed application
- > Upon receipt, your application will take 4-6 days to process
- > We'll call you upon approval and follow up in writing

## Driver's License

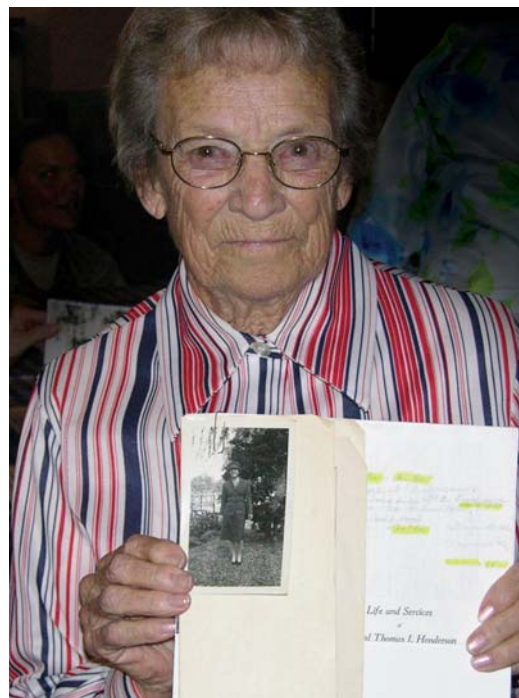
Within your first 30 days, you'll be required to obtain a valid Washington, DC driver's license (and vehicle registration, if applicable). As a DC resident, you'll also be required to submit an annual income tax form.

## Fee Determination

If you cannot provide proof of income and you are admitted, you'll be assessed the maximum monthly fee. This amount may be adjusted downward later, upon final fee determination. If you arrive at the AFRH after the first of the month, your fee will be prorated for the rest of that month.

## Fee Estimate

For an estimate of your monthly fee, please call us toll-free at 800.422.9988. You must have the required paperwork in Step 1 for an accurate phone estimate.



*Willa Farrell is an avid genealogist. She and her ancestors have served in four major American conflicts.*

**Y**ou must be healthy enough for admission into Residential Living. (See Policies Insert, pg. 2, for details.) Later on, if you require Long Term Care (permanent healthcare), your fee will increase to offset the extra costs. On an annual basis, resident fees are recomputed and “maximum monthly fees” are adjusted for inflation.

#### **Resident Fees:**

Your monthly fee is a percentage of your Total Income:

- > 35% for Residential Living
- > 40% for Assisted Living\*
- > 65% for Long Term Care\*

\* Only available to existing residents

#### **Your Total Income is a sum of:**

- > Adjusted Gross Income (AGI) as reported on your US Tax Return, and
- > Tax Exempt Income (e.g., benefits from Department of Veterans Affairs, Social Security Administration, disability retired pay, pensions, annuities and IRA distributions that aren't included in your AGI)

#### **Resident Benefits:**

Your resident fees cover your room, three meals a day, 24-hour security, religious services and onsite recreational activities (e.g., bowling, golf, hobby shops, entertainment, etc.). Also, you will receive basic dental care plus access to licensed specialists in optometry, podiatry, mental health, internal medicine and diabetic care.

#### **What's Not Included:**

Clothing, toiletries, dry cleaning, haircuts and other personal items are at your own expense. However, our resident support services can help you access just about anything you'll need to have a healthy and fulfilling retirement.

#### **Documentation Resources:**

- > Military retired (retainer) pay:  
Defense Finance and Accounting Service,  
Cleveland Center  
800.321.1080  
[www.dfas.com](http://www.dfas.com)
- > VA Compensation or Pension:  
Department of Veterans Affairs, Regional Office  
800.827.1000  
[va.gov](http://va.gov) (or see phone book for local office)
- > Social Security Administration:  
800.772.1213 (main)  
[ssa.gov](http://ssa.gov) (or see phone book for local office)
- > Civil Service Retirement  
Office of Personnel Management  
202.606.0500  
888.767.6738  
[opm.gov](http://opm.gov)
- > Internal Revenue Service  
800.829.1040  
[irs.gov](http://irs.gov) (or see phone book for local office)



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