

481—66.3(1350) Occupancy reports.

66.3(1) Each boarding home shall update its boarding home registration form with the department annually between January 1 and January 31 as provided in subrule 66.2(2).

66.3(2) The owner or lessee shall include the following information on the occupancy report. If the owner or lessee is unable to answer the question because the owner or lessee does not have such information, the owner or lessee shall indicate such on the report.

- a.* Current number of rooms occupied;
- b.* Current number of tenants residing in the boarding home;
- c.* Date of last fire inspection and any deficiencies noted and how such deficiencies have been corrected;
- d.* The number of tenants receiving Medicaid;
- e.* The number of tenants receiving food assistance benefits (EBT cards);
- f.* The number of tenants receiving other types of state assistance and the types of state assistance received;
- g.* Types of services provided or arranged by the owner, lessee, manager or an affiliated person or entity; frequency of services by type; and the name and contact information of the person or entity providing or arranging such services;
- h.* Any assistance or supervision provided to tenants by the owner, lessee or manager;
- i.* Method of rent payments, such as cash, check, or state assistance;
- j.* The number of tenants with a power of attorney, guardian or conservator.

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