



To begin the process, we would like to have the below items:

- ☐ Copy of a photo ID
- ☐ Copy of Social Security card
- ☐ Copy of health insurance cards, primary secondary and prescription (front and back)
- ☐ Copy of Durable Power of Attorney for health care and financial documents
- ☐ Medical records to include
 - Diagnosis
 - Progress notes
 - Medications
 - Immunizations, COVID 19, Influenza, RSV, Pneumococcal
 - Long-term care order
- ☐ Copy of COVID vaccination card
- ☐ A CARE Certificate would be needed if coming in directly for long-term care (these can be obtained by calling Area Agency on Aging at 913-715-8861)
- ☐ Completed Financial Review in addition to 3 months of bank statements, if privately paying or Medicaid pending
- ☐ Pre Move-In application

All of the above can be scanned and emailed to Kim Steakle at kims@ecojc.org or faxed to 913-477-8001.

Please visit the website at www.ECOJC.org for more info and view our brochure at [Evergreen Community Brochure](#).

Let us know if you have any additional questions.