

# Iowa Veterans Home Application Information Checklist

## Items required to be submitted with Iowa Veterans Home application:

- Completed IVH Application for Admission (Veterans must use form 475-0409; Spouses and surviving spouses of veterans must use form 475-0410; Gold star parents must use form 475-2044)
- Signatures on the bottom of page three (3) to include applicant/legal representative; two (2) County Commissioners; and a notary signature verifying authentic signatures of the two Commissioners
- Complete History and Physical dated and signed within three months of the receipt of application with current medication list from the medical provider. *(If currently at a hospital or other nursing care facility, also provide the following: MDS; MAR w/PRN's; PASRR; Facesheet.)*
- Signed "Consent to Release of Information" (Form 475-0859) for all current medical providers and facilities of residence, if applicable
- Completed Personal Functional Assessment (Form 475-0837)
- Copy of DD 214 (Honorable Discharge from the military: Spouses and Gold Star parents must supply Veteran's)
- Completed Financial Affidavit (Form 475-0839) and Supplement to Application (Form 475-0843)
- Copy of marriage certificate must be provided by all current and surviving spouses\*
- Copy of death certificate of spouse or child must be provided by all surviving spouses and gold star parents\*
- Copy of all Powers of Attorney for Healthcare and/or Finance and/or the Judge's Order of Appointment for Guardianship and/or Conservatorship, if these exist

## Items needed prior to the date of admission:

- Copy of birth certificate\*
- Copy of marriage certificate/divorce decree/legal separation/spouse's death certificate (Whichever is applicable for **all** marriages.)\*
- Verification of all income and assets including a copy of all pages of statements from all banking and other asset accounts for the most recent three (3) months
- Copy of previous calendar year's income tax return
- Copy of previous calendar year's year end statements (W-2's & 1099's) from all incomes
- Total of previous calendar year's unreimbursed medical expenses, including insurance premiums
- Copies of Private medical insurance card, Medicare card, Prescription Drug card (Medicare Part D), Medicaid card (Title 19) and DVA card. Please provide front and back of cards)
- Copy of Social Security card and State-issued photo identification, if available
- Copies of facesheet for all life insurance policies, if applicable
- Copy of Long-Term Care (Nursing Home) insurance policy, if applicable
- Copy of prepaid burial, if applicable
- Copy of deed for burial lot(s), if applicable

\*NOTE: You may need to provide certified copies of birth certificate; marriage certificate; divorce decree or legal separation (whichever is applicable) for all marriages. You will be notified if this is necessary.

- ☆ **Please mail this information to: Jason Matteson, Admissions Coordinator, Iowa Veterans Home, 1301 Summit Street, Marshalltown, IA 50158. Information may be faxed to 641-844-6303, Attn: Jason Matteson or sent via email to [jason.matteson@ivh.state.ia.us](mailto:jason.matteson@ivh.state.ia.us).**
- ☆ **Contact Jason Matteson, Admissions Coordinator, at 641-753-4325 with any questions related to admission. →Contact Kathy Kopsa, Admissions Supervisor, at 641-753-4514 with any questions related to financial information or cost of care. **Verification of all incomes and assets must be submitted prior to the scheduling of an admission date to ensure accurate billing for care.****