



# Jewish Community Housing Corporation of Metropolitan New Jersey

760 Northfield Avenue, West Orange, NJ 07052

Phone: (973) 731-2020 FAX: (973) 731-9225

[www.jchcorp.org](http://www.jchcorp.org)

September 19, 2022

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Ms. Susan Hoskins  
Executive Director  
Friends Foundation for the Aging  
P.O. Box 1081  
Langhorne, PA 19047

RE: Update to March 2022 JCHC Grant Proposal to Pilot an Assisted Living Program (ALP)

Dear Ms. Hoskins,

The Jewish Community Housing Corporation of Metropolitan New Jersey is submitting an update to our original grant application the Friends Foundation for the Aging considered this past Spring of 2022. We are still requesting that the Friends Foundation provide funding in the amount of \$35,000 to support the JCHC's new Assisted Living Program.

Since we submitted our proposal to the Friends Foundation, there have been some exciting new developments:

- First, we are pleased to report that our Certificate of Need (CN) was approved by the State of New Jersey on last month!
- Second, as a result, we were able to submit our application for state licensure of our proposed Assisted Living Program earlier this month. The State has informed us that they have fast-tracked our licensure application and we hope to be granted approval and a Medicaid provider number in early Fall 2022.
- Third, in order for the JCHC to move forward with setting up the ALP, we hired a Director of Wellness to direct and work with the COO to lay the procedural groundwork for the Assisted Living Program in June 2022. We also hired a social worker to work with families and residents to introduce the program and run information sessions to those who are interested in learning more about the ALP.
- Fourth, over the Summer 2022, JCHC held four (4) information sessions with residents and their families. There is great interest and enthusiasm for the ALP to help residents age in place.

Now that the CN has been approved and while the JCHC is waiting for licensure, we can now move forward with next steps. The ALP social worker will be working with interested residents and their families to apply to Medicaid for eligibility. The paperwork and required documents are numerous and will take a few months to process. The Social Worker and the Director of Wellness will be working with the State Medicaid office to process Medicaid eligibility applications and related documents. After the Medicaid application has been approved by Medicaid and the state issues their Medicaid numbers, JCHC will then conduct assessments of resident needs to develop an individualized care plan within the Assisted Living Program. The Director of Wellness and social worker will work together to develop the individualized care plans and submit to Medicaid for approval of services.

The Jewish Community Housing Corporation of Metropolitan New Jersey is an affiliated agency of the Jewish Federation of Greater MetroWest NJ.

**PROPERTIES:** Jewish Federation Plaza, South Orange B'nai B'rith Federation House, Village Apartments of the Jewish Federation and the Lester Senior Housing Community including: The Martin & Margaret Heller Independent Living Apartments, the Judith & Josh Weston Assisted Living Residence and the Aresty Family Pavilion.

With all this in mind, we would appreciate the Friends Foundation directing the funds instead to pay for the full-time personal care assistant (PCA) we will be bringing on after we have secured the ALP license and our Medicaid provider number and can start providing service, anticipated in about three months. The PCA will report directly to the Director of Wellness. The overall purpose of the position is to be responsible for providing direct resident care including nursing/clinical care, personal, nutritional and restorative care in the Assisted Living program operations and other areas throughout the community as appropriate. The PCA must have a valid license certificate as a Certified Nursing Assistant or Home Health Aide in accordance with federal, state and local regulations. Some of the important duties and/or responsibilities of this position include:

- Delivering care and services for designated group of residents according to the Individualized Service Plans or Health Service Plans.
- Reporting all incidents immediately to appropriate supervisor/team member.
- Reporting suspected abuse immediately per regulations and JCHC standards.
- Participating in the care planning for their designated residents.
- Performing individual personal care and activities of daily living (ADL); documents ADL in flow sheets.
- Partnering with licensed nurse to plan, develop, organize, provide and execute individual restorative therapy programs, activities and standards for their designated residents.
- Obtaining documents and reports the residents' vital signs, urine output and meal intake per individualized care plan to licensed nurse as requested.
- Observing and reporting any physical and/or psychosocial changes of condition requiring a licensed nurse intervention and care services.

In terms of additional funding for the Director of Wellness, social worker and the hiring of a nurse, we have been invited to apply for a second year of funding by the Healthcare Foundation of New Jersey. We are confident that when the ALP is fully operational for a year, there will be revenue to fund the ALP in Year 3 and going forward.

With funding support from the Friends Foundation for the Aging, we will be able to provide critically needed services to keep our most vulnerable in their homes. The PCA will be the first direct provider of services to residents that qualify for the ALP. Our mission aligns in providing direct services to keep seniors healthy, productive and active participants in their community and giving the ability of our residents to age in place. It is the most effective and essential way to let seniors be happy, safe and active in their communities as long as they can.

I look forward to working with you and the Friends Foundation for the Aging to fund our pilot Assisted Living Program and assist our low-income, senior residents to flourish.

Sincerely,

A handwritten signature in dark ink, appearing to read 'H. Colton-Max', with a stylized, flowing script.

Harold Colton-Max  
Chief Executive Officer