

MUTUAL OPERATIONS

SHAREHOLDER REGULATIONS

Caregivers & Care Attendants – Mutual Nine

Definition:

Caregiver – resides with the person they are providing essential care for, and is not obligated to support that person. A Caregiver would not be in the unit except to provide necessary supportive services and has no right to continue living in the unit when the shareholder leaves the unit permanently. A Full Time Live-In Caregiver will accompany a shareholder every time that shareholder leaves their unit.

Care Attendant – is a person that regularly visits the unit to provide supportive or medical services but does not live in the Unit.

1. Licensing Requirements

- a. In order to work as a Caregiver or Care Attendant in Mutual Nine, Caregiver or Care Attendant should have a valid Seal Beach Business License or work for an agency with a valid Seal Beach Business License, per Seal Beach City Ordinance 1435. A copy of the license must be in the possession of Caregiver or Care Attendant at all times. *Exemption: A family member (of a shareholder) who is acting in the capacity of a Caregiver or Care Attendant is exempt from possessing a business license, but must apply and receive a caregiver's pass and badge.*
- b. A Caregiver or Care Attendant working in Mutual Nine must have a valid driver's license and vehicle registration if driving a vehicle into Leisure World.
- c. Caregiver or Care Attendant application must be signed by the President and other officer of Mutual 9 Board before it can be issued.

2. Pass and Badge Requirements

- a. Caregivers or care attendant, whether working as a family member, as an individual, or through an agency, must apply and receive a caregiver's pass and clear badge holder through the Golden Rain Foundation Stock Transfer Office.
- b. The pass must be renewed every six months.
- c. The pass must be worn in clear sight at all times.
- d. Passes or badge holders may not be transferred or lent to anyone.
- e. Caregiver or Care Attendant, working as a family member must have a licensed medical physician's written statement that the Caregiver or Care Attendant is qualified to provide the supportive services that are needed to care for themselves and the shareholder. This will need to be renewed

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every six months.

3. Use of Laundry Facilities

- a. Care Attendants may use laundry facilities for shareholder's laundry only. Care Attendants who use Mutual laundry facilities for their personal or family use will be permanently barred from using Mutual laundry facilities.
- b. Caregivers who are 24-hour live-ins may use washers and dryers for their personal use, but may not use the washers and dryers for other family members or friends.
- c. Washers and dryers are to be cleaned after every use.
- d. Only two washers or dryers may be used at a time.
- e. Washed items are not allowed to be hung on patios.

4. General Requirements

- a. Caregiver and Care Attendant must cease all noise after 10:00 p.m., i.e., no TVs, radios, loud talking.
- b. Caregivers and Care Attendant are not allowed to bring family members or friends to the apartment.
- c. Caregivers and Care Attendant are not allowed to bring pets into Leisure World.
- d. Caregivers and Care Attendant are not allowed to use community facilities.
- e. A licensed medical physician's written statement must be provided as to the level of care a shareholder needs specifying full time live in care Caregiver, or part time care, Care Attendant. This letter must be renewed annually.
- f. There can be only one (1) full time live in Caregiver per shareholder.

5. Parking Regulations

- a. If shareholder does not have a vehicle, caregiver may use the carport space for their own vehicle after obtaining a temporary parking pass through the Stock Transfer Office.

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- 1) The temporary parking pass must be clearly displayed on dashboard of caregiver’s vehicle at all times.

6. Shareholder Responsibilities

- a. The shareholder has full responsibility for the behavior and actions of the caregiver.

I hereby acknowledge that I am aware of the provisions of this policy and agree to abide by them.

Caregiver Name: _____
(Print)

Unit Number: _____

Caregiver Signature: _____

Date: _____

MUTUAL ADOPTION

NINE: 10-13-08

AMENDMENTS

02-10-14
08-14-17