



September 3, 2021

Dear Residents and Families,

Thank you for trusting us to provide a wonderful place to live and thrive.

As you know, we are licensed by each State as an Assisted Living Provider. As such, we must meet many State regulations. There are a few important issues that we must enforce which require the cooperation of our residents and families. This letter is a reminder of the regulations and also a plea for your assistance in allowing us to maintain our very favorable licensure status.

For our residents who manage their own medications:

- All medications must be in the original pill bottles and secured in the resident's room. This can be with the use of locked boxes, keeping the apartment door locked at all times when the resident is not in the apartment, or securing the medications in a locked bedside table.
- Residents who self-medicate must be able to explain what medication they are taking, when they take it, and why they take them.
- Residents must be able to communicate with the prescribing physician about concerns and problems with their medication.
- Residents must inform the nursing team of any medication changes so their files can be updated and maintained.
- Over-the-counter medications such as Tylenol, TUMS, vitamins, etc. need to be identified on the physician's orders. This allows the care team to watch for any interactions between medications.
- Pillboxes cannot be used or filled by family members. All medications need to be in their original container.
- Private duty aides or companions should not administer medications to residents.
- Chemical safety: If a resident is able to safely maintain chemicals, cleaning supplies, etc. in their room, they still must be secured. The room must be locked when resident is not present.



For our residents in Memory Care, all poisonous products must be secured at all times when not in use under the supervision of the team. Such products are labeled:

- Harmful if swallowed
- Call poison control if ingested
- Keep out of reach of children

These items are generally liquid soaps, shampoos, conditioners, perfumes, mouthwash etc. Items such as air fresheners, Febreze sprays, Lysol sprays/wipes are also included. All items will be stored in a bin, labeled by room number, and secured in a storage area within Memory Care. Team members will bring the items to your loved one's room when providing care and then secure the items.

For our residents who receive medications from our med team:

- Your physician must write an order allowing a resident to keep any medications in their room. No medication is permitted in the resident's room without it. If unauthorized medications are found in the resident's room, they will be removed and taken to the Wellness center and given back to the family. This includes all over-the-counter medications such as Tylenol, cough syrup, cough drops, TUMS, vitamins, medicated creams, etc.
- For safety reasons, we are not allowed to have unsecured chemicals, cleaning supplies, etc, in the resident's room. If the resident has chemicals or potentially harmful items in their rooms, we are required to remove or secure the item.

To maintain compliance with the State regulations, we will conduct frequent room checks. We respectfully request your support to ensure the safety of all residents who live in our community. Thank you in advanced for your assistance and understanding to maintain safety and compliance with the State regulatory standard. If you have any questions, please reach out to your community President.

Be well,  
Elaine D'Antonio  
Director of Clinical and Compliance

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**Thrive Senior Living**

3280 Peachtree Road NE, Suite 750  
Atlanta, GA 30305

404.890.7988

Hello@ThriveSL.com

ThriveSL.com