



**Division of Provider Services and Quality Assurance - Office of Long Term Care**

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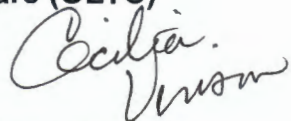


**MEMORANDUM**

**LTC-A-2019-05**

**TO:**  **Nursing Facilities;**  **ICFs/MR 16 Bed & Over;**  **HDCs;**  
 **ICFs/MR Under 16 Beds;**  **RCFs;**  **Assisted Living Facilities;**  
 **Adult Day Cares;**  **Interested Parties;**  **DHS County Offices**

**FROM:** Cecilia Vinson, Interim Director, Office of Long Term Care (OLTC)

**DATE:** June 19, 2019 

**RE:** **Advisory Memo - Notice of New Surety Bond Documentation Requirements**

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Pursuant to Title 42 Code of Federal Regulations, §483.10(f)(10)(vi), F570 - Assurance of financial security: "The facility must purchase a surety bond, or otherwise provide assurance satisfactory to the Secretary, to assure the security of all personal funds of residents deposited with the facility."

**Beginning in 2020, the Office of Long Term Care will require long-term care providers to submit, with their annual license renewal documentation, a copy of their surety bond or other evidence of compliance with the above requirement; however, to ensure our records are accurate and complete for the current calendar year, each facility will be required to electronically submit the information by COB, Friday, July 19, 2019.**

Please e-mail to [jennifer.carthron@dhs.arkansas.gov](mailto:jennifer.carthron@dhs.arkansas.gov), a copy of your facility's surety bond or evidence that your facility has otherwise provided assurance of the security of all resident funds deposited with your facility. This evidence should include the following:

- Name of third-party insurer.
- Total amount of personal resident funds deposited with the facility at the time of surety bond purchase.
- The effective date range of the surety bond.
- The total amount of the surety bond.

Failure to provide the Office of Long Term Care with the required information could result in a citation of noncompliance against your facility. Questions about these requirements may be directed to [Cecilia.Vinson@dhs.arkansas.gov](mailto:Cecilia.Vinson@dhs.arkansas.gov) | 501-320-6438.