## State of Connecticut



## Annual Report of Long-Term Care Facility

## Cost Year 2017

| Name of Facility (as licensed) <br> Valerie Manor, Inc of Torrington, CT, d/b/a Valerie Manor |  |  |
| :---: | :---: | :---: |
| Address (No. \& Street, City, State, Zip Code) 1360 Torringford Road Torrington, CT 06790 |  |  |
| Type of Facility <br> Chronic and Convalescent <br> Nursing Home only (CCNH) | Rest Home with Nursing Supervision only (RHNS) | $\square$ (Specify) |
| Report for Year Beginning 10/1/2016 | Report for Year Ending 9/30/2017 |  |


| License Numbers: | CCNH | RHNS | (Specify) | Medicare Provider <br> No. <br> $07-5332$ |
| :--- | :---: | :---: | :---: | :---: |


| Medicaid Provider Numbers: | CCNH <br> $1070 C$ | RHNS | ICF-MR |
| :--- | :---: | :---: | :---: |

For Department Use Only

| Sequence Number <br> Assigned | Signed and <br> Notarized | Date <br> Received | Sequence Number <br> Assigned | Signed and Notarized | Date Received |
| :---: | :---: | :---: | :---: | :---: | :---: |
|  |  |  |  |  |  |
|  |  |  |  |  |  |

December 11,2013

Mr. Michael E. Mosier
Chief Financial Officer
Athena Health Care Systems
135 South Road
Farmington, CT 06032
Subject: Alternative Annual ReportApproval

## Dear Mr. Mosier:

This letter is a follow-up to yourverbal approval regarding your request for alternative annual repart utilization. We have reviewed yourrequest for approval of the Athena Health Care Systems version of the 2013 Annual Report for the State of Connecticut. Based on our review, your version of the amual reporthes been approved.

It is not necessary to request approval on an annual besis. This approval will remain in effect until modifications have been made to the Annual Report by the Department of Social Services. The provider community will be notified should such changes occur: At that time, you will be required to submita new reqiest for approval based on the modified annual report:

Should you have any questions, please feel free to contact me at (860) 687-0790. .


CC: Claudette B. Pickens, CPA
CC: Chris Lavigne

DEDICATED TO GOVERNMENT HEALTH PROGRAMS

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General Information

| Name of Facility (as licensed) <br> Valerie Manor, Inc of Torrington, CT, d/b/a <br> Valerie Manor | License No. | Report for Year Ended | Page | of |
| :--- | :--- | :--- | :--- | :--- |

## Administrator's/Owner's Certification

## MISREPRESENTATION OR FALSIFICATION OF ANY INFORMATION CONTAINED IN THIS COST REPORT MAY BE PUNISHABLE BY FINE AND/OR IMPRISONMENT UNDER STATE OR FEDERAL LAW.

I HEREBY CERTIFY that I have read the above statement and that I have examined the accompanying Cost Report and supporting schedules prepared for Valerie Manor. Inc of Torrington, CT, dh/a Valerie
Manor
[facility name] for the cost report period beginning October 01, 2016 and ending September 30, 2017 , and that to the best of my knowledge and belief, it is a true, correct, and complete statement prepared from the books and records of the provider(s) in accordance with applicable instructions.

I hereby certify that I have directed the preparation of the attached General Information and Questionnaires, Schedule of Resident Statistics, Statements of Reported Expenditures, Statements of Revenues and the related Balance Sheet of this Facility in accordance with the Reporting Requirements of the State of Connecticut for the year ended as specified above.

I have read this Report and hereby certify that the information provided is true and correct to the best of my knowledge under penalities of perjury. I also certify that all salary and non-salary expenses presented in this Report as a basis for securing reimbursement for Title XIX and/or other State assisted residents were incurred to provide resident care in this Facility. All supporting records for the expenses recorded have been retained as required by Connecticut law and will be made available to auditors upon request.

(Notary Seal)

## State of Connecticut <br> Department of Social Services <br> 25 Sigourney Street, Hartford, Connecticut 06106



Wages - Compensation computed on an hourly wage rate.

Salaries - Compensation computed on a weekly or other basis which does not generally vary, based on the number of hours worked.

DO NOT include Fringe Benefit Costs.

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CSP-2 Rev. 10/2005

## General Information and Questionnaire <br> Type of Facility - Organization Structure



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CSP-3 Rev. 10/2005

## General Information and Questionnaire Partners/Members



## General Information and Questionnaire

## Corporate Owners

| Name of Facility <br> Valerie Manor, Inc of Torrington, CT, d/b/a <br> Valerie Manor | License No. | Report for Year Ended | Page | of |
| :--- | :--- | :--- | :---: | :---: |

If this facility is owned or operated as a corporation, provide the following information:


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CSP-3B Rev. 10/2005

## General Information and Questionnaire Individual Proprietorship

| Name of Facility | License No. | Report for Year Ended | Page of |  |
| :--- | :--- | :---: | :---: | :---: |
| Valerie Manor, Inc of Torrington, CT, d/b/a Valerie Manor | $\mathbf{1 0 7 0 C}$ | $\mathbf{9 / 3 0 / 2 0 1 7}$ | 3B | 37 |

If this facility is owned or operated as an individual proprietorship, provide the following information: Owner(s) of Facility

Not Applicable

# General Information and Questionnaire 

## Related Parties*



[^0]Valerie Manor
RELATED PARTIES QUESTIONNAIRE
PAGE 4

| FACILITY NAME | ADDRESS | Also Provided Goods/Services to Non-Related Parties |  |  | Description of Goods/Services Provided | Indicate Where Costs are Included in Annual Report Page \# / Line \# | Costs <br> Reported | Actual Cost to the Related Party |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  |  | Yes | No | \%** |  |  |  |  |
| Athena Health Care | 135 South Rd | X |  | < $50.0 \%$ | MIS, Management Fees | Pg 16, Ln 1013 | \$786,536 | \$308,984 |
|  | Farmington, CT 06032 |  |  |  | A/R, Legal, Mortgage Fees, Bank Charges | Pg 17 |  |  |
|  |  |  |  |  | Insurance, Records, Interest | P 16, m3; P 15, 1e\&1g |  |  |
|  |  |  |  |  | Marketing | P 27,14a |  |  |
|  |  |  |  |  | Data Processing | P16, L5, L2, P 32 D7 |  |  |
|  |  |  |  |  | Training, Maintenance, | $\mathrm{Pg} 16 \mathrm{~L} 2, \mathrm{Pg} 1615$ |  |  |
|  |  |  |  |  | MDS Fill In | $\mathrm{Pg} 226 \mathrm{a}, \mathrm{Pg} 1311 \mathrm{a}$ |  |  |
| Athena Health Care Insurance | 135 South Rd <br> Farmington, CT 06032 |  | X |  | Self Insured Employee Health \& Dental Insurance | Pg 15,1 | \$1,445,833 | \$1,445,833 |

## General Information and Questionnaire

## Basis for Allocation of Costs



If the facility is licensed as CDH and/or RCH or provides AIDS or TBI services with special Medicaid rates, costs must be allocated to CCNH and RHNS as follows:

3. Did the Facility appropriately allocate and self-disallow direct and indirect costs to non-nursing home cost centers? (e.g., Assisted Living, Home Health, Outpatient Services, Adult Day Care Services, etc.)

Yes $\square$ No
If "No," explain fully why such allocation was not made.

Not Applicable:No Non-Nursing Home Cost Centers

## General Information and Questionnaire Leases (Excluding Real Property)

Operating Leases - Include all long-term leases for motor vehicles and equipment that have not been capitalized. Short-term leases or as needed rentals should not be included in these amounts.


* Refer to Page 4 for definition of related. If "Yes," transaction should be reported on Page 4 also.
** Attach copies of newly acquired leases.
*** Amount should agree to Page 22, Line 6e.

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CSP-7 Rev. 6/95

## General Information and Questionnaire

## Accounting Basis

| Name of Facility valerie Manor, inc of Iorrington, CT, | License No. | Report for Year Ended | Page |  |
| :---: | :---: | :---: | :---: | :---: |
| d/b/a Valerie Manor | 1070C | 9/30/2017 | 7 | 37 |



Are These Charges Reflected in the Expenditure Portion of This Report? If Yes, Specify Expense Classification and Line No.
$\square$ Yes
$\square$ No
Pg 15, Line1d

Legal Services Information

| Name of Legal Firm or Independent Attorney  <br> 1 Murtha Cullina LLP <br> 2 Goldman, Gruder \& Woods <br> 3 Treasurer State of CT <br> 4 Donald Light <br> 5 Jill Valko | Telephone Number <br> $\mathbf{8 6 0 - 2 4 0 - 6 0 0 0}$ <br> $\mathbf{2 0 3 - 8 9 9 - 8 9 0 0}$ <br> $\mathbf{8 6 0 - 7 0 2 - 3 0 0 0}$ <br> $\mathbf{8 6 0 - 5 6 7 - 0 4 5 1}$ <br> $\mathbf{8 6 0 - 4 8 9 - 2 2 1 5}$ |
| :---: | :---: |
| $\begin{array}{\|ll} \hline \text { Address (No. \& Street, City, State, Zip Code) } \\ 1 & \mathbf{1 8 5} \text { Asylum St Hartford, CT 06103 } \\ 2 & \mathbf{2 0 0} \text { Connecticut Ave, Norwalk, CT } 06854 \\ 3 & \mathbf{5 5} \text { Elm St \#2, Hartford, CT } 06106 \\ 4 & \text { 204 Goodhouse Rd, Litchfield, CT } 06759 \\ 5 & \mathbf{1 4 0} \text { Main St, Torrington, CT } \mathbf{0 6 7 9 0} \end{array}$ |  |
| Services Provided by This Firm (describe fully) |  |
| Audit Letter:Allow \$1,052; Annual Report:Allow \$300;General Matters:Disallow \$3,220 | \$ 4,572 |
| $2 \mathrm{~A} / \mathbf{R}$ Collection issues : Disallow | \$ 5,711 |
| 3 A/R Collection issues: Disallow | \$ 300 |
| 4 A/R Collection issues: Disallow | \$ 75 |
| 5 A/R Collection issues: Disallow | \$ 225 |
|  | Charge for Services Provided $\$ 10,883$ |

Are These Charges Reflected in the Expenditure Portion of This Report? If Yes, Specify Expense Classification and Line No.
$\square$ Yes $\quad \square$ No $\quad$ Pg 15, Line1e

## Schedule of Resident Statistics

| Name of Facility <br> Valerie Manor, Inc of Torrington, CT, d/b/a Valerie Manor |  |  | License No. $\begin{aligned} & \\ & \text { 1070C }\end{aligned}$ |  |  |  | Report for Year Ended$09 / 30 / 17$ |  |  |  | Page of <br> 8 37 Thru 9/30 |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  |  | Total CCNH <br> Level | Total RHNS Level | Total (Specify) | Period 10/1 Thru 6/30 |  |  |  | Period 7/1 Thru 9/30 |  |  |  |
|  | Total All Levels |  |  |  | Total | CCNH | RHNS | (Specify) | Total | CCNH | RHNS | (Specify) |
| 1. Certified Bed Capacity <br> A. On last day of PREVIOUS report period. | 151 | 151 |  |  | 151 | 151 |  |  | 151 | 151 |  |  |
| B. On last day of THIS report period................. | 151 | 151 |  |  | 151 | 151 |  |  | 151 | 151 |  |  |
| 2. Number of Residents <br> A. As of midnight of PREVIOUS report period..... | 146 | 146 |  |  | 150 | 150 |  |  | 146 | 146 |  |  |
| B. As of midnight of THIS report period............ | 145 | 145 |  |  | 134 | 134 |  |  | 145 | 145 |  |  |
| 3. Total Number of Days Care Provided During Period <br> A. Medicare | 8,239 | 8,239 |  |  | 6,186 | 6,186 |  |  | 2,053 | 2,053 |  |  |
| B. Medicaid (Conn.)............................... | 36,285 | 36,285 |  |  | 26,367 | 26,367 |  |  | 9,918 | 9,918 |  |  |
| C. Medicaid (other states)............................ |  |  |  |  |  |  |  |  |  |  |  |  |
| D. Private Pay...................................... | 6,077 | 6,077 |  |  | 4,916 | 4,916 |  |  | 1,161 | 1,161 |  |  |
| E. State SSI for RCH.................................. |  |  |  |  |  |  |  |  |  |  |  |  |
| F. Other (Specify) Managed Care | 646 | 646 |  |  | 557 | 557 |  |  | 89 | 89 |  |  |
| G. Total Care Days During Period (3A thru F)...... | 51,247 | 51,247 |  |  | 38,026 | 38,026 |  |  | 13,221 | 13,221 |  |  |
| 4. <br> Total Number of Days Not Included in Figures in 3G for Which Revenue Was Received for Reserved Beds <br> A. Medicaid Bed Reserve Days.. | 12 | 12 |  |  | 9 | 9 |  |  | 3 | 3 |  |  |
| B. Other Bed Reserve Days....................... | 56 | 56 |  |  | 56 | 56 |  |  |  |  |  |  |
| 5. Total Resident Days (3G + 4A + 4B)........ | 51,315 | 51,315 |  |  | 38,091 | 38,091 |  |  | 13,224 | 13,224 |  |  |

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CSP-9 Rev. 9/2002
Schedule of Resident Statistics (Cont'd)

| Name of Facility Valerie Manor, Inc of Torrington, CT, d/b/a Valerie Manor |  |  |  | License No 1070 C |  |  |  |  | Report for Year Ended <br> 9/30/2017 |  |  |  | Page of <br> 9 37 |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| 4. Were there any changes in the certified bed capacity during the report year? <br> If "YES", provide the following information: <br> Place of Change $\quad$ Change in Beds |  |  |  |  |  |  |  |  |  | $\square$ YES $\quad \square \mathrm{NO}$ |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  | Capacity After Change |  |  | Reason for Change |  |  |
| Date of <br> Change | $\begin{gathered} \mathrm{CCNH} \\ \left\lvert\, \begin{array}{c} \text { (1) } \end{array}\right. \\ \hline \end{gathered}$ | - (Specify) |  | Lost |  |  | Gained |  |  | CCNH | RHNS | (Specify) |  |  |  |
|  |  | RHNS | (Specify) <br> (3) | (1) | (2) | (3) | (1) | (2) | (3) |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |

5. If there was any change in certified bed capacity during the report year (as reported in item 4 above) provide the number of RESIDENT DAYS for 90 days following the change.

| Change in Resident Days |  |  |  |  | CCNH | RHNS | (Sp | cify) |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| 1st change........................................... |  |  |  |  |  |  |  |  |
| 2nd change........................................... |  |  |  |  |  |  |  |  |
| 3rd change........................................... |  |  |  |  |  |  |  |  |
| 4th change........................................... |  |  |  |  |  |  |  |  |
| 6. Number of Residents and Rates on September 30 of Cost Year |  |  |  |  |  |  |  |  |
| Item | Medicare | Medicaid |  | Self-Pay |  |  | Other State Assisted |  |
|  | CCNH | CCNH | RHNS | CCNH | RHNS | (Specify) | R.C.H. | ICF-MR |
| No. of Residents | 15 | 112 |  | 11 |  | 7 |  |  |
| Per Diem Rate |  |  |  |  |  |  |  |  |
| a. One bed rm. | 562.51 | 213.19 |  | 542.00 |  | 415.36 |  |  |
| b. Two bed rms. | 562.51 | 213.19 |  | 520.00 |  | 415.36 |  |  |
| c. Three or more bed rms. |  |  |  |  |  |  |  |  |
| 7. Total Number of Physical Therapy Treatments <br> A. Medicare - Part B |  |  |  |  | TOTAL | CCNH | RHNS | (Specify) |
|  |  |  |  |  | 6,933 | 6,933 |  |  |
| B. Medicaid (Exclusive of Part B) <br> 1. Maintenance Treatments |  |  |  |  |  |  |  |  |
|  |  |  |  |  | 821 | 821 |  |  |
| 2. Restorative Treatments |  |  |  |  |  |  |  |  |
| C. Other |  |  |  |  | 20,947 | 20,947 |  |  |
| D. Total Physical Therapy Treatments |  |  |  |  | 28,701 | 28,701 |  |  |
| 8. Total Number of Speech Therapy TreatmentsA. Medicare - Part B |  |  |  |  |  |  |  |  |
|  |  |  |  |  | 853 | 853 |  |  |
| B. Medicaid (Exclusive of Part B) <br> 1. Maintenance Treatments |  |  |  |  |  |  |  |  |
|  |  |  |  |  | 122 | 122 |  |  |
| 2. Restorative Treatments |  |  |  |  |  |  |  |  |
| C. Other |  |  |  |  | 1,698 | 1,698 |  |  |
| D. Total Speech Therapy Treatments |  |  |  |  | 2,673 | 2,673 |  |  |
| 9. Total Number of Occupational Therapy TreatmentsA. Medicare - Part B |  |  |  |  |  |  |  |  |
|  |  |  |  |  | 7,343 | 7,343 |  |  |
| B. Medicaid (Exclusive of Part B) 1. Maintenance Treatments |  |  |  |  |  |  |  |  |
|  |  |  |  |  | 785 | 785 |  |  |
| 2. Restorative Treatments |  |  |  |  |  |  |  |  |
| C. Other |  |  |  |  | 20,098 | 20,098 |  |  |
| D. Total Occupational Therapy Treatments |  |  |  |  | 28,226 | 28,226 |  |  |

State of Connecticut

## Annual Report of Long-Term Care Facility

CSP-10 Rev. 9/2002
Report of Expenditures - Salaries \& Wages

| Name of Facility <br> Valerie Manor, Inc of Torrington, CT, d/b/a Valerie Manor | License No.1070C |  | Report for Year Ended$9 / 30 / 2017$ |  | Page $10$ | of <br> 37 |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| Are time records maintained by all individuals receiving c | pensation? - Y Yes |  | $\square$ No |  |  |  |
|  |  |  | Total Cost and Hours |  |  |  |
|  | CCNH | Hours | RHNS | Hours | (Specify) | Hours |
| A. Salaries and Wages* <br> 1. Operators/Owners (Complete also Sec. I of Schedule A1) |  |  |  |  |  |  |
| 2. Administrator(s) (Complete also Sec. III of Schedule A1) |  |  |  |  |  |  |
|  | 152,167 | 2,116 |  |  |  |  |
| 3. Assistant Administrator (Complete also Sec. IV of Schedule A1) |  |  |  |  |  |  |
| 4. Other Administrative Salaries (telephone operator, clerks, receptionists, etc.) | 258,373 | 11,008 |  |  |  |  |
| 5. Dietary Service |  |  |  |  |  |  |
|  | 22,959 | 580 |  |  |  |  |
| b. Food Service Supervisor | 62,187 | 2,067 |  |  |  |  |
| c. Dietary Workers | 484,419 | 34,141 |  |  |  |  |
| 6. Housekeeping Servicea. Head Housekeeper |  |  |  |  |  |  |
|  | 55,139 | 2,072 |  |  |  |  |
| b. Other Housekeeping Workers | 249,680 | 19,991 |  |  |  |  |
| 7. Repairs \& Maintenance Servicesa. Engineer or Chief of Maintenance |  |  |  |  |  |  |
|  | 57,766 | 2,098 |  |  |  |  |
| b. Other Maintenance Workers | 41,972 | 2,282 |  |  |  |  |
| 8. Laundry Service <br> a. Supervisor |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
| b. Other Laundry Workers | 149,314 | 9,304 |  |  |  |  |
| 9. Barber and Beautician Services |  |  |  |  |  |  |
| 10. Protective Services |  |  |  |  |  |  |
| 11. Accounting Services <br> a. Head Accountant |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
| b. Other Accountants |  |  |  |  |  |  |
| 12. Professional Care of Residents |  |  |  |  |  |  |
| a. Directors and Assistant Director of Nurses | 198,663 | 3,986 |  |  |  |  |
| b. RN |  |  |  |  |  |  |
|  | 570,747 | 15,172 |  |  |  |  |
| 2. Administrative** | 551,785 | 18,511 |  |  |  |  |
| c. LPN |  |  |  |  |  |  |
|  | 1,199,500 | 45,917 |  |  |  |  |
| 2. Administrative** |  |  |  |  |  |  |
| d. Aides and Attendants | 1,806,814 | 122,886 |  |  |  |  |
| e. Physical Therapists | 698,652 | 20,461 |  |  |  |  |
| f. Speech Therapists | 124,490 | 2,470 |  |  |  |  |
| g. Occupational Therapists | 428,474 | 10,948 |  |  |  |  |
| h. Recreation Workers | 229,864 | 10,789 |  |  |  |  |
| i. Physicians <br> 1. Medical Director |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
| 2. Utilization Review |  |  |  |  |  |  |
| 3. Resident Care*** |  |  |  |  |  |  |
| 4. Other (Specify) |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
| j. Dentists |  |  |  |  |  |  |
| k. Pharmacists |  |  |  |  |  |  |
| 1. Podiatrists |  |  |  |  |  |  |
| m. Social Workers/Case Management | 190,365 | 6,872 |  |  |  |  |
| n. Marketing |  |  |  |  |  |  |
| o. Other (Specify) |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
| A-13. Total Salary Expenditures | 7,533,330 | 343,671 |  |  |  |  |

[^1]Schedule of Other Salaries and Wages (Page 10)

| Position |
| :--- |
|  |

Schedule of Physician: Other Fees (Page 13)

Schedule of Other Fees (Page 13)


State of Connecticut
Annual Report of Long-Term Care Facility
CSP-11 Rev. 10/2005
Schedule A1 - Salary Information for Operators/Owners; Administrators, Assistant Administrators and Other Related Parties*


[^2]State of Connecticut
Annual Report of Long-Term Care Facility
CSP-12 Rev. 10/2005

Schedule A1 - Salary Information for Operators/Owners; Administrators, Assistant
Administrators and Other Related Parties*


[^3]
## B. Report of Expenditures - Professional Fees

| Name of Facility <br> Valerie Manor, Inc of Torrington, CT, d/b/a Valerie <br> Manor | License No. <br> 1070C |  | Report for Year Ended 9/30/2017 |  | $\begin{gathered} \hline \text { Page } \\ 13 \end{gathered}$ | of $37$ |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  | Total Cost and Hours |  |  |  |  |  |
| Item | CCNH | Hours | RHNS | Hours | (Specify) | Hours |
| *B. Direct care consultants paid on a fee for service basis in lieu of salary (For all such services complete Schedule B1) |  |  |  |  |  |  |
| 1. Dietitian...................................... |  |  |  |  |  |  |
| 2. Dentist....................................... | 16,399 | 35 |  |  |  |  |
| 3. Pharmacist..................................... | 14,382 | 287 |  |  |  |  |
| 4. Podiatrist....................................... |  |  |  |  |  |  |
| 5. Physical Therapy |  |  |  |  |  |  |
| a. Resident Care. | 5,288 | 80 |  |  |  |  |
| b. Other....................................... |  |  |  |  |  |  |
| 6. Social Worker................................. |  |  |  |  |  |  |
| 7. Recreation Worker........................... |  |  |  |  |  |  |
| 8. Physicians |  |  |  |  |  |  |
| a. Medical Director (entire facility)........ | 72,000 | 431 |  |  |  |  |
| b. Utilization Review |  |  |  |  |  |  |
| (Title 18 and 19 only) monthly meeting |  |  |  |  |  |  |
| c. Resident Care**........................ | 2,579 |  |  |  |  |  |
|  |  |  |  |  |  |  |
| 1. Infection Control Committee (Quarterly meetings) |  |  |  |  |  |  |
| 2. Pharmaceutical Committee (Quarterly meetings) |  |  |  |  |  |  |
| 3. Staff Development Committee (Once annually) |  |  |  |  |  |  |
| e. Other (Specify) |  |  |  |  |  |  |
| See Attached Schedule | 1,850 10 |  |  |  |  |  |
| 9. Speech Therapist |  |  |  |  |  |  |
| a. Resident Care. | 3,240 | 9 |  |  |  |  |
| b. Other....................................... |  |  |  |  |  |  |
| 10. Occupational Therapist |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
| b. Other.................................... |  |  |  |  |  |  |
| 11. Nurses and aides and attendants <br> a. RN |  |  |  |  |  |  |
| 1. Direct Care |  |  |  |  |  |  |
| 2. Administrative*** | 8,834 | 142 |  |  |  |  |
| b. LPN |  |  |  |  |  |  |
| 1. Direct Care |  |  |  |  |  |  |
| 2. Administrative*** |  |  |  |  |  |  |
| c. Aides.................................. |  |  |  |  |  |  |
| d. Other...................................... |  |  |  |  |  |  |
| 12. Other (Specify) See Attached Schedule |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
| B-13 Total Fees Paid in Lieu of Salaries | 124,572 | 994 |  |  |  |  |

[^4]State of Connecticut
Annual Report of Long-Term Care Facility
CSP-13 Rev. 9/2002

## B. Report of Expenditures - Professional Fees (Medical Director Detail)

| Name of Facility <br> Valerie Manor, Inc of Torrington, CT, d/b/a Valerie Manor |  | License No. 1070C |  | Report for Year Ended <br> 9/30/2016 |  | $\begin{aligned} & \hline \text { Page } \\ & 13 \mathrm{a} \end{aligned}$ | $\begin{aligned} & \hline \text { of } \\ & 37 \end{aligned}$ |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  |  | Total Cost and Hours |  |  |  |  |  |
| Item |  | CCNH | Hours | RHNS | Hours | (Specify) | Hours |
| 8. | Physicians |  |  |  |  |  |  |
| a. | Medical Director Detail | 0 | 233 | 0 | 0 | 0 | 0 |


| Dr. Amor Lomibao | $\$ 42,000$ | 265 hours |
| :--- | :--- | :--- |
| Dr. Ethan Nguyen | $\$ 30,000$ | 166 hours |

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Annual Report of Long-Term Care Facility
CSP-14 Rev. 6/95

## Report of Expenditures <br> Schedule B1 - Information Required for Individual(s) Paid on Fee for Service Basis*



[^5]State of Connecticut

## Annual Report of Long-Term Care Facility

## CSP-15 Rev. 10/2005

## C. Expenditures Other Than Salaries - Administrative and General



[^6](Carry Subtotals forward to next page)

Valerie Manor, Inc of Torrington, CT, d/b/a Valerie Manor

Schedule of Other Employee Benefits

| Description | RHNH |  |  |
| :--- | :--- | :--- | :--- |
|  |  | (Specify) |  |
|  |  |  |  |
|  |  |  |  |
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|  |  |  |  |
| Total |  |  |  |
|  |  |  |  |

$\qquad$

Schedule of Other Taxes

| Description | CCNH | RHNS | (Specify) |  |
| :--- | :--- | :--- | :--- | :--- |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
| Total |  |  |  |  |

$\qquad$

## C. Expenditures Other Than Salaries (cont'd) - Administrative and General

| Name of Facility License No. <br> Valerie Manor, Inc of Torrington, CT, d/b/a Valerie Manor $\mathbf{1 0 7 0 C}$ | License No. <br> 1070C | Report for Year Ended 9/30/2017 |  | $\begin{gathered} \hline \text { Page } \\ 16 \end{gathered}$ | of 37 |
| :---: | :---: | :---: | :---: | :---: | :---: |
| Item |  | Total | CCNH | RHNS | (Specify) |
| Subtotals Brought Forward: |  | 3,520,922 | 3,520,922 |  |  |
| 1. Travel and Entertainment |  |  |  |  |  |
| 1. Resident Travel and Entertainment........................ |  |  |  |  |  |
| 2. Holiday Parties for Staff. |  | 5,835 | 5,835 |  |  |
| 3. Gifts to Staff and Residents.............................. |  | 16,962 | 16,962 |  |  |
| 4. Employee Travel........................................ |  | 1,238 | 1,238 |  |  |
| 5. Education Expenses Related to Seminars and Conventions |  | 5,464 | 5,464 |  |  |
| 6. Automobile Expense (not purchase or depreciation )..... |  |  |  |  |  |
| 7. Other (Specify) See Attached Schedule |  |  |  |  |  |
| m. Other Administrative and General Expenses1. Advertising Help Wanted (all such expenses ).. |  |  |  |  |  |
|  |  | 12,833 | 12,833 |  |  |
| 2. Advertising Telephone Directory (all such expenses )*** |  | 1,001 | 1,001 |  |  |
| 3. Advertising Other (Specify)***................................. See Attached Schedule |  | 19,960 | 19,960 |  |  |
| 4. Fund-Raising***............................................ |  |  |  |  |  |
| 5. Medical Records......................................... |  |  |  |  |  |
| 6. Barber and Beauty Supplies (if this service is supplied directly and not by contract or fee for service)***. |  |  |  |  |  |
| 7. Postage.................................................. |  | 9,203 | 9,203 |  |  |
| * 8. Dues and Membership Fees to Professional Associations (Specify) <br> See Attached Schedule |  | 11,138 | 11,138 |  |  |
| 8a. Dues to Chamber of Commerce \& Other Non-Allowable Org.*** |  | 1,953 | 1,953 |  |  |
| 9. Subscriptions............................................ |  | 212 | 212 |  |  |
| $\begin{aligned} & \text { 10. Contributions*** } \\ & \text { See Attached Schedule } \end{aligned}$ |  |  |  |  |  |
| 11. Services Provided by Contract (Specify and Complete Schedule C-2, Page 21 for each firm or individual) |  |  |  |  |  |
| 12. Administrative Management Services**................ |  | 497,759 | 497,759 |  |  |
| 13. Other (Specify) <br> See Attached Schedule |  | 129,672 | 129,672 |  |  |
| C-14 Total Administrative \& General Expenditures |  | 4,234,152 | 4,234,152 |  |  |

* Do not include Subscriptions, which should go in item 9.
** Schedule C-1, Page 17 must be fully completed or this expenditure will not be allowed.
*** Facility should self-disallow the expense on Page 28 of the Cost Report.

Schedule of Other Travel and Entertainment

| Description | CCNH | RHNS |
| :--- | :--- | :--- |
|  | (Specify) |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
| Total Other Travel and Entertainment |  |  |

Schedule of Other Advertising

| Description | CCNH | RHNS | (Specify) |
| :--- | :--- | :--- | :--- |
| Promotional | $\$$ | 19,960 |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
| Total Other Advertising | $\$ 19,960$ | $\$$ | - |

Schedule of Dues
Description

| RHNS | (Specify) |  |  |
| :--- | :---: | ---: | ---: |
| AANAC | $\$$ | 238 |  |
| CAHCF | $\$ 10,590$ |  |  |
|  |  |  |  |
| ACHCA | $\$ 10$ |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
| Total Dues |  |  |  |

## Schedule of Contributions

| Description | CCNH | RHNS | (Specify) |
| :--- | :--- | :--- | :--- |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
| Total Contributions | $\$$ | - | $\$$ |

## Schedule of Other Administrative and General

| Description | CCNH | RHNS | (Specify) |
| :--- | :--- | :--- | :--- |
|  |  |  |  |
| Bank Charges | $\$ 25,695$ |  |  |
| Payroll Processing Fees | $\$ 27,146$ |  |  |
| Employee Physicals/Background Checks | $\$ 19,970$ |  |  |
| Licenses | $\$ 1,650$ |  |  |
|  |  |  |  |
| Penalties -2015 Composite Use Tax and 2016 Business Use Tax | $\$$ | 944 |  |
| Data Processing Fees | $\$ 154,267$ |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
| Total Other Administrative and General | $\$ 129,672$ | $\$$ | - |

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CSP-17 Rev. 10/97
Schedule C-1 - Management Services*

| Name of Facility Valerie Manor, Inc of Torrington, CT, d/b/a Valerie Manor | License No. 1070C | Report for Year Ended 9/30/2017 | Page  of <br> 17  37 |
| :---: | :---: | :---: | :---: |
| Name \& Address of Individual or Company Supplying Service | Cost of Management Service | Full Description of Mgmt. Service Provided | Indicate Where Costs are Included in Annual Report Page \#/Line \# |
| Athena Health Care Assoc., Inc 135 South Road <br> Farmington, CT 06032 | \$694,026 | Contract Attached to a Prior Year | See Below |
| Allocation of the above | $\begin{aligned} & \$ 458,057 \\ & \$ 111,044 \\ & \$ 124,925 \end{aligned}$ | Admin/Gen $66 \%$ <br> Indirect $16 \%$ <br> Direct $18 \%$ | $\left\lvert\, \begin{aligned} & \operatorname{Pg} 16, \text { Line } 12 \\ & \operatorname{Pg} 18, \text { Line 2C } \\ & \operatorname{Pg} 20, \text { Line 5J } \end{aligned}\right.$ |
| Athena Health Care Assoc., Inc 135 South Road <br> Farmington, CT 06032 | \$39,702 | Admin/Gen-Other Exp | Pg 16, Line 12 |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

* In addition to management fees reported on page 16 , line $\mathbf{m} 12$ include any additional management company charges or allocations of home office overhead costs reported elsewhere in the Annual Report.

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CSP-18 Rev. 9/2002

## C. Expenditures Other Than Salaries (cont'd) - Dietary Basis for Allocation of Costs (See Note on Page 5)



* Count each tray served to a resident at meal time, but do not count liquids or other "between meal" snacks.
** Schedule C-1, Page 17 must be fully completed or this expenditure will not be allowed.


## C. Expenditures Other Than Salaries (cont'd) Laundry-Basis for Allocation of Costs (See Note on Page 5)



* Do not include salaries from page 10 as part of dollar values recorded in $1,2,3$, and 4.

All allocations should add to total recorded in 3E.
** Schedule C-1, Page 17 must be fully completed or this expenditure will not be allowed.
*** Pounds of Laundry only required for multi-level facilities.

## C. Expenditures Other Than Salaries (cont'd) - Housekeeping and Resident Care Basis for Allocation of Costs (See Note on Page 5)



[^7]
## Schedule of Other Resident Care



## Report of Expenditures

Schedule C-2 - Individuals or Firms Providing Services by Contract *

| Name of Facility <br> Valerie Manor, Inc of Torrington, CT, d/b/a Valerie Manor |  |  |  | License No. <br> 1070C | Report for Year Ended <br> 9/30/2017 |  |  |  | $\begin{array}{\|c} \hline \text { Page } \\ 21 \end{array}$ | $\begin{aligned} & \hline \text { of } \\ & 37 \end{aligned}$ |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| Name of Individual or Company | Address | Related $* *$ to Owners, Operators, Officers |  | Explanation of Relationship | Full Explanation of Service Provided* | Total Cost/Page Ref. ${ }^{* * *}$ |  |  |  |  |
|  |  | Yes | No |  |  | CCNH | RHNS | (Specify) | Pg | Line |
| ADP | 100 Corporate Drive, Windsor, CT 06095 | $\square$ | v |  | Payroll Processing | 27,146 |  |  | 16 | M13 |
| CWPM | PO Box 415, 25 Norton Place, Plainville, CT 06067 | $\square$ | $\square$ |  | Rubbish Removal | 21,051 |  |  | 22 | 6F |
| S \& T Landscaping | 147 Circle Dr, Torrington, CT 06790 | $\square$ | $\square$ |  | Snow Removal | 28,449 |  |  | 22 | 6F |
| Winterberry Gardens | 2070 West St, Southington, CT 06489 | $\square$ | V |  | Groundskeeping | 17,207 |  |  | 22 | 6F |
| Procare LTC | 1492 Highland Ave, Chesire, CT 06410 | $\square$ | $\square$ | Common Owners: Minority Interest | Pharmacy | 413,182 |  |  | 20 | $\begin{gathered} 5 \mathrm{~A} 2 \& \\ 5 \mathrm{~B} \end{gathered}$ |
|  |  | $\square$ | $\square$ |  |  |  |  |  |  |  |
|  |  | $\square$ | $\square$ |  |  |  |  |  |  |  |
|  |  | $\square$ | $\square$ |  |  |  |  |  |  |  |
|  |  | $\square$ | $\square$ |  |  |  |  |  |  |  |
|  |  | $\square$ | $\square$ |  |  |  |  |  |  |  |
|  |  | $\square$ | $\square$ |  |  |  |  |  |  |  |
|  |  | $\square$ | $\square$ |  |  |  |  |  |  |  |
|  |  | $\square$ | $\square$ |  |  |  |  |  |  |  |
|  |  | $\square$ | $\square$ |  |  |  |  |  |  |  |

[^8]State of Connecticut
Annual Report of Long-Term Care Facility
CSP-22 Rev. 6/95

## C. Expenditures Other Than Salaries (cont'd) - Maintenance and Property

| Name of Facility License No. <br> Valerie Manor, Inc of Torrington, CT, d/b/a  <br> Valerie Manor $\mathbf{1 0 7 0 C}$ | Report for Year Ended$9 / 30 / 2017$ |  |  | $\begin{array}{c\|c} \hline \text { Page } & \\ \text { of } \\ 22 & \\ \hline \end{array}$ |
| :---: | :---: | :---: | :---: | :---: |
| Item | Total | CCNH | RHNS | (Specify) |
| 6. Maintenance \& Operation of Plant <br> a. Repairs \& Maintenance. $\qquad$ | 80,904 | 80,904 |  |  |
| b. Heat.................................................... \$ | 87,714 | 87,714 |  |  |
| c. Light \& Power........................................... ${ }^{\text {S }}$ | 113,548 | 113,548 |  |  |
| d. Water................................................. \$ | 69,923 | 69,923 |  |  |
| e. Equipment Lease (Provide detail on page 6)....... \$ | 38,721 | 38,721 |  |  |
| f. Other (itemize ). $\qquad$ <br> See Attached Schedule | 103,129 | 103,129 |  |  |
|  |  |  |  |  |
| 6g. Total Maint. \& Operating Expense (6a-6f).......... \$ | 493,939 | 493,939 |  |  |
| 7. Depreciation (complete schedule page 23*) <br> a. Land Improvements...................................... \$ |  |  |  |  |
| b. Building \& Building Improvements.................... \$ |  |  |  |  |
| c. Non-Movable Equipment........................... \$ | 11,504 | 11,504 |  |  |
| d. Movable Equipment................................ \$ | 119,566 | 119,566 |  |  |
| *7e. Total Depreciation Costs (7a + b + c + d)............ \$ | 131,070 | 131,070 |  |  |
| 8. Amortization (Complete att. Schedule Page 24*) <br> a. Organization Expense. $\qquad$ |  |  |  |  |
| b. Mortgage Expense................................ \$ |  |  |  |  |
| c. Leasehold Improvements........................... \$ | 108,749 | 108,749 |  |  |
| d. Other (Specify )...................................... \$ |  |  |  |  |
| *8e. Total Amortization Costs ( $8 \mathrm{a}+\mathrm{b}+\mathrm{c}+\mathrm{d}$ )............ \$ | 108,749 | 108,749 |  |  |
| 9. Rental payments on leased real property less real estate taxes included in item $10 \mathrm{~b} \ldots \ldots \ldots \ldots \ldots \ldots . .{ }^{(1) \ldots \ldots}$ | 1,080,000 | 1,080,000 |  |  |
| 10. Property Taxes <br> a. Real estate taxes paid by owner. $\qquad$ |  |  |  |  |
| b. Real estate taxes paid by lessor..................... \$ | 161,432 | 161,432 |  |  |
| c. Personal property taxes............................ \$ | 30,946 | 30,946 |  |  |
| 11. Total Property Expenses $(7 \mathrm{e}+8 \mathrm{e}+9+10) \ldots \ldots \ldots \ldots \$$ | 1,512,197 | 1,512,197 |  |  |

[^9]Valerie Manor, Inc of Torrington, CT, d/b/a Valerie Manor

Schedule of Other Repairs and Maintenance

| Description | CCNH | RHNS | (Specify) |
| :---: | :---: | :---: | :---: |
| Groundskeeping | \$ 17,207 |  |  |
| Rubbish Removal | \$ 21,051 |  |  |
| Snow Removal | \$ 28,449 |  |  |
| Supplies | \$ 36,422 |  |  |
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|  |  |  |  |
| Total Other Repairs and Maintenance | \$ 103,129 | \$ | \$ |

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CSP-23 Rev. 10/2006
Depreciation Schedule

| Name of Facility <br> Valerie Manor, Inc of Torrington, CT, d/b/a Valerie Manor |  |  |  |  |  |  |  | Report for Year Ended <br> 9/30/2017 |  |  | Page 23 | of <br> 37 |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| Property Item |  |  |  |  | Historical Cost <br> Exclusive of Land |  | Cost to Be <br> Depreciated | Accumulated <br> Depreciation to Beginning of Year's Operations | Method of Computing Depreciation | Useful Life | Depreciation for This Year | Totals |
| A. Land Improvements <br> 1. Acquired prior to this report period |  |  |  |  |  |  |  |  |  |  |  |  |
| 2. Disposals (attach schedule) |  |  |  |  |  |  |  |  |  |  |  |  |
| 3. Acquired during this report period (attach schedule) |  |  |  |  |  |  |  |  |  |  |  |  |
| A-4. Subtotal................................................ |  |  |  |  |  |  |  |  |  |  |  |  |
| B. Building and Building Improvements <br> 1. Acquired prior to this report period |  |  |  |  |  |  |  |  |  |  |  |  |
| 2. Disposals (attach schedule) |  |  |  |  |  |  |  |  |  |  |  |  |
| 3. Acquired during this report period (attach schedule) |  |  |  |  |  |  |  |  |  |  |  |  |
| B-4. Subtotal................................................ |  |  |  |  |  |  |  |  |  |  |  |  |
| C. Non-Movable Equipment <br> 1. Acquired prior to this report period |  |  |  |  | 653,560 |  | 653,560 | 585,332 | SL | Various | 11,504 |  |
| 2. Disposals (attach schedule) |  |  |  |  |  |  |  |  |  |  |  |  |
| 3. Acquired during this report period (attach schedule) |  |  |  |  |  |  |  |  |  |  |  |  |
| C-4. Subtotal.............................................. |  |  |  |  |  |  |  |  |  |  |  | 11,504 |
|  | Is a mileage logbook maintained? |  | Date of Acquisition |  | Historical <br> Cost <br> Exclusive of Land | Less <br> Salvage <br> Value | Cost to Be <br> Depreciated | Accumulated <br> Depreciation to <br> Beginning of <br> Year's Operations | Method of <br> Computing <br> Depreciation | Useful Life | Depreciation for This Year |  |
|  | Yes | No | Month | Year |  |  |  |  |  |  |  | Totals |
| D. Movable Equipment <br> 1. Motor Vehicles (Specify name, model and year of each vehicle) <br> a. |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |
| b. |  |  |  |  |  |  |  |  |  |  |  |  |
| c. |  |  |  |  |  |  |  |  |  |  |  |  |
| d. |  |  |  |  |  |  |  |  |  |  |  |  |
| 2. Movable Equipment <br> a. Acquired prior to this report period |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  | 9 | 2016 | 1,536,453 |  | 1,536,453 | 992,927 | S/L | Various | 114,717 |  |
| b. Disposals (attach schedule) |  |  |  |  |  |  |  |  |  |  |  |  |
| c. Acquired during this report period (attach schedule) |  |  | 9 | 2017 | 52,943 |  | 52,943 |  | S/L | Various |  |  |
| D-3. Subtotal................................ |  |  |  |  |  |  |  |  |  |  |  | 119,566 |
| E. Total Depreciation ...................... |  |  |  |  |  |  |  |  |  |  |  | 131,070 |

Valerie Manor, Inc of
Torrington, CT, d/b/a Valerie Attachment Page 23
9/30/2017
Page 1

Schedule of Land Improvements Acquired during this report period


Schedule of Building Improvements Acquired during this report period


Schedule of Non-Movable Equipment Acquired during this report period


Torrington, CT, d/b/a Valerie Attachment Page 23
Page 2
Schedule of Movable Equipment Acquired during this report period

| Acquisition Date | Description of Item | Useful |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| Additions: |  |  |  |  |  |  |
| Oct-16 | CDW - Laptop | \$ | 545 | 3 | \$ | 91 |
| Oct-16 | CDW - Firewall | \$ | 693 | 3 | \$ | 116 |
| Nov-16 | TB\&A Hospital Television - Televisions | \$ | 1,914 | 5 | \$ | 191 |
| Dec-16 | Joerns - Overbed Tables | \$ | 597 | 10 | \$ | 30 |
| Dec-16 | Joerns - Overbed Tables | \$ | 880 | 10 | \$ | 44 |
| Dec-16 | McKesson Medical - Shower Chair | \$ | 849 | 10 | \$ | 42 |
| Dec-16 | Total Communications - IP Phone | \$ | 510 | 5 | \$ | 51 |
| Jan-17 | Proline - Dishwasher Motor | \$ | 1,348 | 10 | \$ | 68 |
| Jan-17 | TB\&A Hospital Television - Televisions | \$ | 1,914 | 5 | \$ | 191 |
| Jan-17 | TNT Refrigeration - Heat Exchanger | \$ | 1,806 | 10 | \$ | 90 |
| Mar-17 | Proline - Steam Table | \$ | 1,561 | 15 | \$ | 52 |
| Apr-17 | Proline - Steam Table | \$ | 881 | 15 | \$ | 29 |
| Apr-17 | Proline - Steam Table | \$ | 881 | 15 | \$ | 29 |
| May-17 | HD Supply - Televisions | \$ | 1,629 | 5 | \$ | 163 |
| Jun-17 | HD Supply - Televisions | \$ | 1,629 | 5 | \$ | 163 |
| Jun-17 | HD Supply - Televisions | \$ | 32,895 | 5 | \$ | 3,290 |
| Jun-17 | Joerns - Overbed Tables | \$ | 644 | 10 | \$ | 32 |
| Jul-17 | McKesson Medical - Mattresses | \$ | 1,111 | 5 | \$ | 111 |
| Aug-17 | Emerald Resources - Transmitter | \$ | 656 | 5 | \$ | 66 |
|  |  |  |  |  |  |  |
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| $\begin{aligned} & \text { *Ties to Page 23, Line D2c } \\ & \text { **Ties to Page 23, Line D2b } \end{aligned}$ |  |  |  |  |  |  |
|  |  |  |  |  |  |  |

Schedule of Leasehold Improvements Acquired during this report period


## Annual Report of Long-Term Care Facility

## CSP-24 Rev. 10/2006

Amortization Schedule*

| Name of Facility <br> Valerie Manor, Inc of Torrington, CT, d/b/a Valerie Manor |  |  | License No. <br> 1070C |  | Report for Year Ended 9/30/2017 |  |  | Page <br> 24 | of $37$ |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| Item | Date of Acquisition |  | Length of Amortization | Cost to Be <br> Amortized | Accumulated <br> Amort. to <br> Beginning of Year's Operations | Basis for Computing Amortization** | $\begin{gathered} \text { Rate } \\ \% \\ \hline \end{gathered}$ | Amortization for This Year | Totals |
|  | Month | Year |  |  |  |  |  |  |  |
| A. Organization Expense 1. |  |  |  |  |  |  |  |  |  |
| 2. |  |  |  |  |  |  |  |  |  |
| 3. |  |  |  |  |  |  |  |  |  |
| A-4. Subtotal.................................... |  |  |  |  |  |  |  |  |  |
| B. Mortgage Expense <br> 1. Deferred Finance Fees | 9 | 2015 | 1 year | 29,840 | 29,840 | SL | 1 |  |  |
| 2. |  |  |  |  |  |  |  |  |  |
| 3. |  |  |  |  |  |  |  |  |  |
| B-4. Subtotal................................. |  |  |  |  |  |  |  |  |  |
| C. Leasehold Improvements and Other (Specify) <br> 1. Acquired prior to this report period | 9 | 2016 | Various | 3,704,831 | 2,370,829 | SL | Var | 106,741 |  |
| 2. Disposals (attach schedule) |  |  |  |  |  |  |  |  |  |
| 3. Acquired during this report period (attach schedule) | 9 | 2017 | Various | 44.717 |  | SL | Var | 2,008 |  |
| C-4. Subtotal.................................. |  |  |  |  |  |  |  |  | 108,749 |
| D. Total Amortization .................... |  |  |  |  |  |  |  |  | 108,749 |

* Straight-line method must be used.
** Specify which of the following bases were used:
A. Minimum of 5 years or 60 months.
B. Life of mortgage; OR
C. Remaining Life of Lease; OR
D. Actual Life if owned by Related Party.


## Amortization Schedule - Detail of Leasehold Improvements \& Other



## C. Expenditures Other Than Salaries (cont'd) - Property Questionnaire

| Name of Facility <br> Valerie Manor, Inc of Torrington, CT, d/b/a Valerie <br> Manor | License No. <br> 1070C | Report for Year End | ed <br> 9/30/2017 |  | Page  of <br> 25  37 |
| :---: | :---: | :---: | :---: | :---: | :---: |
| 11. Property Questionnaire |  |  |  |  |  |
| Is the property either owned by the Facility or leased from a Related Party*? <br> If "Yes," complete Part B. <br> *If any owner or operator of this facility is related by family, marriage, ownership, ability to control or business association to any person or organization from whom buildings are leased, then it is considered a related party transaction. |  |  |  |  |  |
| Description |  | Total |  |  |  |
| 1. Date Land Purchased |  |  |  |  |  |
| 2. Date Structure Completed |  | 10/24/1984 |  |  |  |
| 3. If NOT Original Owner, Date of Purchase |  |  |  |  |  |
| 4. Date of Initial Licensure |  | 10/24/84 |  |  |  |
| 5. Total Licensed Bed Capacity |  | 151 |  |  |  |
| 6. Square Footage |  |  |  |  |  |
| 7. Acquisition Cost |  | 380000 |  |  |  |
| b. Building |  | 4,750,526 |  |  |  |
| Part B - Owner and Related Parties |  | 1st Mortgage | 2nd Mortgage | 3rd Mortgage | 4th Mortgage |
| 1. Financing |  |  |  |  |  |
| a. Type of Financing (e.g., fixed, variable) |  | LIBOR + Credit Spr | Paid Off | Paid Off |  |
| b. Date Mortgage Obtained |  | 04/05/16 |  |  |  |
| c. Interest Rate for the Cost Year |  | 3.27\% |  |  |  |
| d. Term of Mortgage (number of years) |  | 25 |  |  |  |
| e. Amount of Principal Borrowed |  | 12,000,000 |  |  |  |
| f. Principal balance outstanding as of 9/30/2017 |  | 11,586,900 |  |  |  |
| Complete if Mortgage was Refinanced During Current Cost Year |  |  |  |  |  |
| g. Type of Financing (e.g., fixed, variable) |  |  |  |  |  |
| h. Date of Refinancing |  |  |  |  |  |
| i. New Interest Rate |  |  |  |  |  |
| j. Term of Mortgage (number of years) |  |  |  |  |  |
| k. Amount of Principal Borrowed |  |  |  |  |  |
| 1. Principal Outstanding on Note Paid-Off |  |  |  |  |  |
| Part C-Arms-Length Leases for Real Property Improvements Only |  |  |  |  |  |
| Name and Address of Lessor $\quad$ P |  | perty Leased | Date of Lease | Term of Lease | Annual Amount of Lease |
|  |  |  |  |  |  |
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Note: Be sure required copies of leases are attached to Page 25 and real estate taxes paid by lessor are included on Page 22, Item 10b.

## C. Expenditures Other Than Salaries (cont'd) - Interest

| Name of Facility Valerie Manor, Inc of Torrington, CT, d/b/a Valerie Manor | License No. <br> 1070C |  | Report for Year Ended 9/30/2017 |  |  | Page of <br> 26 37 |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| Item |  |  | Total | CCNH | RHNS | (Specify) |
| 12. Interest <br> A. Building, Land Improvement \& Non-Movable <br> Equipment <br> 1. First Mortgage......................................... <br> Name of Lender  |  | \$ |  |  |  |  |
|  |  | Rate |  |  |  |  |
| Address of Lender |  |  |  |  |  |  |
| 2. Second Mortgage........................... \$ |  |  |  |  |  |  |
| Name of Lender |  | Rate |  |  |  |  |
| Address of Lender |  |  |  |  |  |  |
| 3. Third Mortgage............................ \$ |  |  |  |  |  |  |
| Name of Lender |  | Rate |  |  |  |  |
| Address of Lender |  |  |  |  |  |  |
| 4. Fourth Mortgage............................ ${ }^{\text {a }}$, |  |  |  |  |  |  |
| Name of Lender |  | Rate |  |  |  |  |
| Address of Lender |  |  |  |  |  |  |
| B. CHEFA Loan Information |  |  |  |  |  |  |
| 1. Original Loan Amount....................... \$ |  |  |  |  |  |  |
| 2. Loan Origination Date........................ |  |  |  |  |  |  |
| 3. Interest Rate \%................................ |  |  |  |  |  |  |
| 4. Term......................................... |  |  |  |  |  |  |
| 5. CHEFA Interest Expense...................... |  |  |  |  |  |  |
| 12 B7. Total Building Interest Expense (A1-A4 + B5) \$ |  |  |  |  |  |  |

(Carry Subtotals forward to next page )

## C. Expenditures Other Than Salaries (cont'd) - Interest and Insurance



## D. Adjustments to Statement of Expenditures



## Schedule of Other Salaries Adjustment


$\qquad$

## Schedule of Fees Adjustments



Schedule of Other A\&G Adjustments

| Page Ref | Line Ref | Description | CCNH |  | RHNS | (Specify) |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| 16 | 8n | Disallowed Dues | 1,953 |  |  |  |  |
| 16 | M13 | Bank Charges | 25,695 |  |  |  |  |
| 16 | M13 | Penalties - 2015 Composite Use Tax \& 2016 Business Use Tax | 944 |  |  |  |  |
|  |  |  |  |  |  |  |  |
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| Total Othe | A\&G Ad | justments | \$ 28,592 | \$ | - | \$ | - |

State of Connecticut

## Annual Report of Long-Term Care Facility

CSP-29 Rev. 10/2006

## D. Adjustments to Statement of Expenditures (cont'd)



[^10]
## Schedule of Other Ancillary Costs



Schedule of Excess Movable Equipment Depreciation
Page Ref $\mathbf{l}$ Line Ref Description

|  | CCNH | RHNS |  |  |  |
| :---: | :--- | :--- | :--- | :--- | :--- |
|  |  | (Specify) |  |  |  |
| $\mathbf{2 2}$ | $\mathbf{7 d}$ | Equip Carryforward Adjustments |  |  |  |
|  |  |  | 9,430 |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
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|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  | 9,430 |  |  |
| Total Excess Movable Equipment Depreciation |  |  |  |  |  |

## Schedule of Other Property Adjustments



## Schedule of Other Adjustments



Valerie Manor Moveablo Equipment Carrytorward Schedule
Amount Amount Amount Amount

Valerie Manor, Inc of Torrington, CT, d/b/a Valerie Manor

Schedule of Unallowable Building Interest

| Page Ref | Line Ref | Description | CCNH |  | RHNS |  | (Specify) |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
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|  |  |  |  |  |  |  |  |  |
| Total Una | owable Bu | ilding Interest | \$ | - | \$ | - | \$ | - |

State of Connecticut

## Annual Report of Long-Term Care Facility

CSP-30 Rev.10/2005

## F. Statement of Revenue

| Name of Facility  <br> Valerie Manor, Inc of Torrington, CT, d/b/a License No. <br> Valerie Manor $\mathbf{1 0 7 0 C}$ |  | Report for Y | ear Ended $\mathbf{9 / 3 0 / 2 0 1 7}$ |  | $\begin{gathered} \hline \text { Page } \\ 30 \\ \hline \end{gathered}$ | of 37 |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| Item |  | Total | CCNH | RHNS |  |  |
| I. Resident Room, Board \& Routine Care Revenue |  |  |  |  |  |  |
| 1. a. Medicaid Residents (CT only)............................................. \$ |  | 18,729,386 | 18,729,386 |  |  |  |
| b. Medicaid Room and Board Contractual Allowance **.. |  | (10,948,945) | $(10,948,945)$ |  |  |  |
| 2. a. Medicaid (All other states )................................................... \$ |  |  |  |  |  |  |
| b. Other States Room and Board Contractual Allowance **................. \$ |  |  |  |  |  |  |
| 3. a. Medicare Residents (all inclusive) ....................................... |  | 3,305,488 | 3,305,488 |  |  |  |
| b. Medicare Room and Board Contractual Allowance **.................... |  | 657,927 | 657,927 |  |  |  |
| 4. a. Private-Pay Residents and Other............................................ |  | 4,351,794 | 4,351,794 |  |  |  |
| b. Private-Pay Room and Board Contractual Allowance **............. \$ |  | $(213,784)$ | $(213,784)$ |  |  |  |
| II. Other Resident Revenue |  |  |  |  |  |  |
| 1. a. Prescription Drugs - Medicare..................................................... |  | 458,678 | 458,678 |  |  |  |
| b. Prescription Drugs - Medicare Contractual Allowance **................ |  | $(458,678)$ | $(458,678)$ |  |  |  |
| c. Prescription Drugs - Non-Medicare............................................ |  | 196,093 | 196,093 |  |  |  |
| d. Prescription Drugs - Non-Medicare Contractual Allowance **......... |  | $(196,093)$ | $(196,093)$ |  |  |  |
| 2. a. Medical Supplies - Medicare..................................................... |  | 6,082 | 6,082 |  |  |  |
| b. Medical Supplies - Medicare Contractual Allowance **................. |  | $(6,082)$ | $(6,082)$ |  |  |  |
| c. Medical Supplies - Non-Medicare............................................... |  | 15,609 | 15,609 |  |  |  |
| d. Medical Supplies - Non-Medicare Contractual Allowance **.......... |  | $(15,609)$ | $(15,609)$ |  |  |  |
| 3. a. Physical Therapy - Medicare..................................................... |  | 1,213,299 | 1,213,299 |  |  |  |
| b. Physical Therapy - Medicare Contractual Allowance **.................. |  | $(1,019,701)$ | $(1,019,701)$ |  |  |  |
| c. Physical Therapy - Non-Medicare.............................................. |  | 262,035 | 262,035 |  |  |  |
| d. Physical Therapy - Non-Medicare Contractual Allowance **.......... | \$ | $(262,035)$ | $(262,035)$ |  |  |  |
| 4. a. Speech Therapy - Medicare........................................................ |  | 262,495 | 262,495 |  |  |  |
| b. Speech Therapy - Medicare Contractual Allowance **................... |  | $(208,261)$ | $(208,261)$ |  |  |  |
| c. Speech Therapy - Non-Medicare................................................. |  | 72,335 | 72,335 |  |  |  |
| d. Speech Therapy - Non-Medicare Contractual Allowance **............ |  | $(72,335)$ | $(72,335)$ |  |  |  |
| 5. a. Occupational Therapy - Medicare................................................ |  | 1,184,493 | 1,184,493 |  |  |  |
| b. Occupational Therapy - Medicare Contractual Allowance **............ |  | $(990,271)$ | $(990,271)$ |  |  |  |
| c. Occupational Therapy - Non-Medicare......................................... |  | 231,475 | 231,475 |  |  |  |
| d. Occupational Therapy - Non-Medicare Contractual Allowance **.... |  | $(230,925)$ | $(230,925)$ |  |  |  |
|  |  |  |  |  |  |  |
|  |  | $(18,535)$ | $(18,535)$ |  |  |  |
| III Total Resident Revenue (Section I.thru Section II.)............................ |  | 16,305,935 | 16,305,935 |  |  |  |
| IV. Other Revenue* |  |  |  |  |  |  |
| 1. Meals sold to guests, employees \& others..................................... |  |  |  |  |  |  |
| 2. Rental of rooms to non-residents...................................................... |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
| 4. Rental of Television and Cable Services.............................. \$ |  |  |  |  |  |  |
| 5. Interest Income (Specify) .................................................. |  | 222 | 222 |  |  |  |
| 6. Private Duty Nurses' Fees...................................................... |  |  |  |  |  |  |
| 7. Barber, Coffee, Beauty and Gift shops........................................ \$ |  |  |  |  |  |  |
| 8. Other (Specify )............................................................... |  | 37,725 | 37,725 |  |  |  |
| V. Total Other Revenue (1 thru 8)................................................... |  | 37,947 | 37,947 |  |  |  |
| VI. Total All Revenue (III + V).................................................... | \$ | 16,343,882 | 16,343,882 |  |  |  |

[^11]** Facility should report all contractual allowances and/or payer discounts.

Schedule of Other Resident Revenue - Medicare
Related Exp


Schedule of Other Non-Medicare Resident Revenue


## Interest Income

| Page Ref | Account | Account <br> Balance | CCNH |  | RHNS |  | (Specify) |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| pg 31, L A2 | Interest on $\mathrm{A} / \mathrm{R}$ | N/A | \$ | 222 |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
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|  |  |  |  |  |  |  |  |  |
| Total Inte | rest Income |  | \$ | 222 | \$ | - | \$ | - |

## Schedule of Other Revenue

| Page Ref | Description | CCNH | RHNS | (Specify) |
| :---: | :---: | :---: | :---: | :---: |
|  |  |  |  |  |
| NA | Bad Debt Recoveries | \$ 37,725 |  |  |
|  |  |  |  |  |
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|  |  |  |  |  |
| Total Oth | r Revenue | \$ 37,725 | \$ | \$ |

Annual Report of Long-Term Care Facility
CSP-31 Rev. 6/95

## G. Balance Sheet



Valerie Manor Moveablo Equipment Carrytorward Schedule
Amount Amount Amount Amount

## G. Balance Sheet (cont'd)



[^12]State of Connecticut
Annual Report of Long-Term Care Facility
CSP-33 Rev. 6/95

## G. Balance Sheet (cont'd)



* Business Income Tax (not that withheld from employees). Attach copy of owner's Federal Income (Carry Total forward to next page) Tax Return.
** Interest Bearing - Do Not Include in Return on Equity Calculation.


# VALERIE MANOR <br> <br> ACCRUED EXPENSES - OPERATING 

 <br> <br> ACCRUED EXPENSES - OPERATING}

September 30, 2017
ACCT. \#
2170

| Health Insurance | $(\$ 80,842.76)$ |
| :--- | ---: |
| Pharmacy | $(\$ 31,626.94)$ |
| X-ray | $(\$ 5,971.74)$ |
| Lab | $(\$ 4,948.99)$ |
| Accounting | $(\$ 4,625.00)$ |
| Utilities | $(\$ 4,155.53)$ |
| Food | $(\$ 515.35)$ |
| Legal | $\$ 15.00$ |
| Maintenance | $\$ 347.02$ |
| Office | $\$ 1,703.56$ |
| Management fees | $\$ 4,055.58$ |
| Nursing | $\$ 5,441.27$ |
| Insurance | $\$ 9,641.31$ |

Balance per General Ledger
(\$111,482.57)

## G. Balance Sheet (cont'd)



## G. Balance Sheet (cont'd) Reserves and Net Worth

| Name of Facility Valerie Manor, Inc of Torrington, CT, d/b/a Valerie Manor |  | License No. 1070C | Report for | r Ended <br> 2017 |  | $\begin{gathered} \hline \text { Page } \\ 35 \end{gathered}$ | \| | of $37$ |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| Account |  |  |  |  |  | Amount |  |  |
| 1. Reserve for value of leased land.................................................. | Reserves <br> 1. Reserve for value of leased | and............ | .............. | ............. | \$ |  |  |  |
| 2. Reserve for depreciation value of leased buildings and appurtenances to be amortized. |  |  |  |  | \$ |  |  |  |
| 3. Reserve for depreciation value of leased personal property (Equity) .. |  |  |  |  | \$ |  |  |  |
| 4. Reserve for leasehold real properties on which fair rental value is based......... |  |  |  |  | \$ |  |  |  |
| 5. Reserve for funds set aside as donor restricted................................. |  |  |  |  | \$ |  |  |  |
| 6. Total Reserves..................................................................... |  |  |  |  | \$ |  |  |  |
| B. Net Worth <br> 1. Owner's Capital |  |  |  |  | \$ |  |  |  |
| 2. Capital Stock................................................................... |  |  |  |  | \$ 20,000 |  |  |  |
| 3. Paid-in Surplus.................................................................. |  |  |  |  | \$ |  |  |  |
| 4. Treasury Stock........................................................ |  |  |  |  | \$ |  |  |  |
| 5. Cumulated Earnings........................................................... |  |  |  |  | \$ | 68,955 |  |  |
| 6. Gain or Loss for Period |  | 10/1 | thru | 9/30/2017 | \$ | 398,452 |  |  |
| 7. Total Net Worth. |  |  |  |  | \$ | 487,407 |  |  |
| C. Total Reserves and Net Worth .................................................. $\$$ |  |  |  |  |  | 487,407 |  |  |
| D. Total Liabilities, Reserves, and Net Worth ........................................... \$ |  |  |  |  |  | $\$ \quad 3,717,020$ |  |  |

State of Connecticut
Annual Report of Long-Term Care Facility
CSP-36 Rev. 6/95
H. Changes in Total Net Worth


State of Connecticut
Annual Report of Long-Term Care Facility
CSP-37 Rev. 9/2002

## I. Preparer's/Reviewer's Certification

| Name of Facility <br> Valerie Manor, Inc of Torrington, CI', <br> d/h/a Valerie Manor | License No. <br>  <br> $\mathbf{1 0 7 0 C}$ | Report for Year Ended 9/30/2017 | Page 37 | of 37 |
| :---: | :---: | :---: | :---: | :---: |
| Check appropriate category |  |  |  |  |
| CCNH | RHNS | Other (Specify) |  |  |
| Q | $\square$ | $\square$ |  |  |
| Preparer/Reviewer Certification <br> I have prepared and reviewed this report and am familiar with the applicable regulations governing its preparation. I have read the most recent Federal and State issued field audit reports for the Facility and have inquired of appropriate personnel as to the possible inclusion in this report of expenses which are not reimbursable under the appplicable regulations. All non-reimbursable expenses of which I am aware (except those expenses known to be automatically removed in the State rate computation system) as a result of reading reports, inquiry or other services performed by me are properly reported as such in this report on Pages 28 and 29 (adjustments to statement of expenditures). Further, the data contained in this report is in agreement with the books and records, as provided to me, by the Facility. |  |  |  |  |
|  | Title $C F$ | Date Signed$2 / a / 18$ |  |  |
| Printed Name of Preparer |  |  |  |  |
| Address <br> 135 South Road <br> Farmington, CT 06032 |  | Phone Number(860) 751-3900 |  |  |

Cost report forms generated by Athena Health Care Associates, Inc as approved in letter dated 12/11/13.


[^0]:    * Use additional sheets if necessary.
    ** Provide the percentage amount of revenue received from non-related parties.

[^1]:    * Do not include in this section any expenditures paid to persons who receive a fee for services rendered or who are paid on a contract basis.
    ** Administrative - costs and hours associated with the following positions: MDS Coordinator, Inservice Training Coordinator and Infection Control Nurse. Such costs shall be included in the direct care category for the purposes of rate setting.
    *** This item is not reimbursable to facility. For Title 19 residents, doctors should bill DSS directly. Also, any costs for Title 18 and/or other private pay residents must be removed on Page 28.

[^2]:    * No allowance for salaries will be considered unless full information is provided. Use additional sheets if required.
    ** Include all employment worked during the cost year.

[^3]:    * No allowance for salaries will be considered unless full information is provided. Use additional sheets if required.
    ** Include all other employment worked during the cost year.
    *** If more than one Administrator is reported, include dates of employment for each.

[^4]:    * Do not include in this section management consultants or services which must be reported on Page 16 item M-12 and supported by required information, Page 17 .
    ** This item is not reimbursable to facility. For Title 19 residents, doctors should bill DSS directly. Also, any costs for Title 18 and/or other private pay residents must be removed on Page 28.
    *** Administrative - costs and hours associated with the following positions: MDS Coordinator, Inservice Training Coordinator and Infection Control Nurse. Such costs shall be included in the direct care category for the purposes of rate setting.

[^5]:    * Use additional sheets if necessary.
    ** Refer to Page 4 for definition of related.

[^6]:    * Facility should self-disallow the expense on Page 28 of the Cost Report.

[^7]:    * Schedule C-1, Page 17 must be fully completed or this expenditure will not be allowed.
    ** Do not include any fees to professional staff, these should be reported on Page 13, or, if paid on salary basis, on Page 10.
    *** Facility should self-disallow the expense on Page 29 of the Cost Report.
    **** ICFMR's should provide a detailed schedule of all Day Program Costs.

[^8]:    * List all contracted services over $\$ 10,000$. Use additional sheets if necessary.
    ** Refer to Page 4 for definition of related.
    *** Please cross-reference amount to the appropriate page in the Annual Report (Pages 16, 18, 19, 20 or 22).

[^9]:    * Amounts entered in these items must agree with detail on Schedule for Depreciation and Amortization Page 23 and Page 24.

[^10]:    *** Items billed directly to Department of Social Services and/or Health Services in CT, or other states, Medicare, and private-pay residents. Identify separately by category as indicated on Page 20.

[^11]:    * Facility should off-set the appropriate expense on Page 28 or Page 29 of the Cost Report.

[^12]:    * Historical Costs must agree with Historical Cost reported in Schedules on Depreciation and Amortization (Pages 23 and 24).

