



January 1, 2023

### OPEN ADMISSION POLICY OF ARBUTUS PARK MANOR

It is the policy of Arbutus Park Manor to admit and to treat all residents without regard to race, color, religious creed, ancestry, union membership, age, gender, sexual orientation, gender identity or expression, national origin, AIDS or HIV status, or disability. The same requirements are applied to all, and residents are assigned within the Manor without regard to race, color, religious creed, ancestry, union membership, age, gender, sexual orientation, gender identity or expression, national origin, AIDS or HIV status, or disability.

All persons and organizations that have occasion either to refer residents for admission or recommend the Manor are advised to do so without regard to the resident's race, color, religious creed, ancestry, union membership, age, gender, sexual orientation, gender identity or expression, national origin, AIDS or HIV status, or disability.

It is the policy of Arbutus Park Manor that recruiting, hiring, transfers, promotions, compensation, layoff and recall, and all Manor benefit programs will be applied without regard to race, color, religious creed, ancestry, union membership, age, gender, sexual orientation, gender identity or expression, national origin, AIDS or HIV status, or disability.

Richard W. Wilson,  
Administrator

Ronald Reinbold  
Chairman of the Board or Owner

POLICY STATEMENT

TITLE VI, CIVIL RIGHTS ACT OF 1964  
and  
PENNSYLVANIA HUMAN RELATIONS ACT

This facility has agreed to comply with the provisions of the Civil Rights Act of 1964, and the Pennsylvania Human Relations Act, and all requirements imposed pursuant thereto, to the end that no person shall on the grounds of race, color, sex, national origin, ancestry, handicap or religious creed\* be excluded from participation in, be denied benefits of, or otherwise be subjected to, discrimination in the provision of any care or service.

The non-discriminatory policy of the institution applies to residents, physicians, and all responsible employees. Under no circumstances will the application of this policy result in the segregation of buildings, wings, floors or rooms for reasons of race, color, sex, national origin, ancestry, handicap, or religious creed\*.

\* Reasonable accommodation will be provided for handicapped employees.

\* (Note: FACILITIES WHICH ARE OPERATED, SUPERVISED, OR CONTROLLED BY A RELIGIOUS ORGANIZATION MAY DELETE REFERENCES RELATING TO RELIGIOUS CREED.)

Specifically, the above includes (but is not limited to) the following characteristics:

1. Resident admission and/or care;
2. Assigning residents to rooms, floors and sections;
3. Asking residents if they are willing to or desire to share a room with a person of another race;
4. Assigning employees to resident services;
5. Staff privileges of professionally qualified personnel;
6. Utilization of all facilities of the institution;
7. Transfer of residents from the rooms assigned and/or selected for racial reasons; however, any resident may request to upgrade the room assigned and/or selected at any time for any reason, provided that the room requested is readily available and the resident is financially able to pay for the requested room.

January 1, 2023


Date



Richard W. Wilson  
Administrator

Arbutus Park Manor

Name of Facility



Ronald Reinbold  
Chairman of the Board