**Purpose:** Recover Care and Holiday Properties leaders will review current client census, move-ins, and pending discharges, weekly, at a minimum. Team members will follow the below agenda to ensure all areas are discussed weekly.

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| **Review Current Client Census**   * Any Recover Care follow-up needed? * Any Holiday follow-up needed? * Anyone at risk for move-out? |
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| **Review Prospective Move-Ins**   * Any tours scheduled this week? * Where were prospective residents referred from? * What can Recover Care provide to support Holiday marketing of new clients? |
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| **Review upcoming move-ins**   * Will Recover Care be providing services? * What care coordination is required to support the client at move in? * Will the client be initiating services with Recover Health? |
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| **Review Pending Move-Outs**   * Can Recover Care help avoid the move-out? * What care coordination needs to occur for the client? |
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| **Discuss Upcoming Marketing Events / Community Events**   * Who is going? * Is there opportunity for joint marketing? |
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| **Review Personnel**   * Any concerns with current employees? * Any new Recover Care employees? * Any new Holiday employees? |
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| **Review any other outstanding questions or concerns** |
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