



# MARYLAND Long Term Care Starter Kit

## *What's Your Family's Plan?*

Long term care will be a necessity for many Marylanders. Families should begin conversations about planning for long term care early and should include as many family members as possible.

The **Governor's Task Force on Long Term Care and Education** and the **Maryland Health Care Commission** has prepared this *Starter Kit* to help families begin the discussion about long term care planning.

**L**earn your options

**T**ake the time, it's important!

**C**reate a plan for  
you and your family

**P**ut the "pieces" in place

**L**ook to Public and Private Resources  
for Assistance

**A**ction is key

**N**ow is the time!

## A STARTER KIT FOR DISCUSSIONS ABOUT LONG TERM CARE (LTC)

### What is Long Term Care?

Long term care involves services that meet a person's health or personal care needs. Services help people live as independently and safely as possible. Long term care can be provided in the home (by a paid or unpaid caregiver), in the community (such as an adult day care), or in a facility (such as a nursing home).

**Did you know that:**

- 70% of adults who turn 65 today will need long term care in their lifetime.
- 20% will require long term care for more than five years.<sup>1</sup>

Severe unexpected injuries can happen at any time to anyone. What happens if Grandma falls and breaks her hip? How will she be cared for? Will Mom have to quit work to care for Grandma? How will the bills be paid if Mom can't work? Does our family have enough financial resources to pay for care?

Questions like these and others should be discussed early and in multi-generational family meetings

### Why Planning for Long Term Care Matters

It's important to prepare for long term care services early. Having knowledge about the services available and the costs of long term care before an unexpected illness or accident occurs can help reduce undue stress, so that you can make an informed decision. Consider the following:

- ***For a caregiver, the financial impact from a long-term care event can be massive***

Approximately 33% of caregivers provide 30 hours – or more – of care per week to a loved one who needs long term care. Half of those who provide caregiving estimate that they lost around 33% of their income. If a long term care event lasts an average of three years, that's potentially a full year's worth of income lost during a single long term care event.

- ***The cost of long term care varies widely by state and region***

Refer to the chart on page 6 of this Starter Kit for the median costs in Maryland.

- ***Options to address long term care can be any combination of the following:***

- ⇒ Using income and assets
- ⇒ Receiving help from family and friends
- ⇒ Using home equity (reverse mortgage)
- ⇒ Residing in a Continuing Care Retirement Community
- ⇒ Purchasing Long Term Care Insurance
- ⇒ Utilizing private and public social programs

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<sup>1</sup> Administration for Community Living, U.S. Department of Aging, [LongTermCare.Gov](http://LongTermCare.Gov)

### ***Long Term Care Insurance Policies***

Long term care insurance can cover all or some of the cost for long term care and is available in multiple forms. Knowing the desires of an individual in need of care is important. It's also important to know how willing family and friends are to help with care and finances to plan for long term care.

Below are the top four reasons individuals purchase long term care insurance.

- 1**      **Not wanting to be a financial burden on family**
- 2**      **Financial security and peace of mind**
- 3**      **To cover the cost of services in the future**
- 4**      **To protect assets**

### ***Continuing Care Retirement Communities***

A Continuing Care Retirement Community (CCRC) is a community where a resident can live while receiving different levels of care as their needs change. For example, a resident can start out living independently in an apartment and later move to assisted living to get more help with daily activities. If the resident needs skilled nursing to receive more medical care, he or she can move to the nursing facility. Residents stay in the same community the whole time. Residence at a CCRC requires a signed contract, an entrance fee, and monthly fees.

- The consumer pays an entrance fee that is typically three times the monthly fee.
- The CCRC offers shelter and health-related services to persons 60 years of age or older.
- The shelter and services are offered under a contract that lasts for a period of more than one year, usually for life.

CCRCs usually limit admission to the assisted living and skilled nursing units to current residents of their independent living units.

The Maryland Department of Aging has more information on CCRCs on their website:

<https://aging.maryland.gov/Pages/continuing-care-retirement-communities.aspx>

## The Discussion

### *Rules of Engagement*

Have a family meeting to discuss long term care BEFORE it is needed. If a family meeting happens for the first time when someone in the family suddenly requires long term care, discussions may be more difficult because emotions are strong. You can still discuss needs, but your emotions make affect your ability to think logically and make clear decisions.

1. Allow all family members to contribute.
2. All ideas should be heard.
3. Be respectful of everyone’s feelings.
4. A final decision on a plan is not necessary for the discussion to be successful. Multiple meetings may be needed so that everyone has time to consider all options.

If you don’t know how to start the conversation, here are some ways you could break the ice:

- ⇒ “I need your help with something”
- ⇒ “I was thinking about what happened to [mention someone you know who recently needed long term care] and it made me realize...”
- ⇒ “Even though I’m okay right now, I’m worried about [mention your worries], and I want to be prepared.”
- ⇒ “I need to think about the future. Will you help me?”

When your family experiences a major event or change, it’s important to have a new family meeting to discuss whether this impacts your long term care needs. Examples of major changes are graduation from school, childbirth, marriage, divorce, retirement, unemployment, and unexpected health issues. As we pass through the various phases of our lives, our ability to care for ourselves changes.

In addition to discussions on long term care, other family issues can be discussed at the same meetings, including end-of-life issues and advanced medical directives. An advanced directive is a useful, legal document that allows you to choose someone to make health care decisions for you in the event you are unable to do so for yourself and outline what end of life treatments you do or do not want to undergo.

If you decide to name someone to act on your behalf , that individual is referred to as a Health Care Agent and he or she can make any decisions authorized in the advanced directive. Section I of the advance directive form states your selections and outlines the authority given to the Health Care Agent. Section II enables you to create a living will which describes your wishes on what types of treatments you wish to receive as well as the treatments you do not want to have.

You do not need a lawyer to complete an advanced directive. Information on completing an advanced directive can be found on the Maryland Quality Reports [website](#) under **Advanced Directives**.



**PLAN NOW: How to Choose Long Term Care**

**Step 1: Choosing the Type of Care and Estimating Long Term Care Expenses**

There are many resources available to care for family and friends. There are faith-based organizations, community groups, and local, state, and federal organizations that can assist with long term care.

**Care Setting: Pros and Cons**

Care Setting	Pros	Cons
<b>At-home care</b>	The care recipient can remain in a comfortable, familiar environment and maintain some independence. Various support services can help provide the needed care.	Depending on the level of care needed, support services can be costly, especially during nights and weekends. At-home care personnel are typically paid by the hour.
<b>Living with a family member</b>	Moving in with a loved one to receive care can be a comfortable, familiar option. The individual can enjoy time with family and feel happier and more satisfied.	Family members who provide care may become emotionally and financially burned out, especially if they also work full time and/or are also caring for children and grandchildren in the home.
<b>Adult daycare</b>	This type of care allows the older adult to live at home or with a family member, but also remain engaged, active, and safe while the primary caregiver works.	The individual might need transportation to and from the adult daycare center. A full day of activities may prove exhausting.
<b>Assisted living facility</b>	In this type of facility, the older adult can receive tailored care, with services ranging from assistance with chores to hands-on care. Living near and socializing with others is known to improve wellbeing and happiness.	Individuals may feel sadness or depression because of being separated from their home and loved ones, along with the loss of independence. Assisted living facilities are not covered by Medicare and often require the use of personal finances.
<b>Nursing home</b>	Living in a full-time facility ensures immediate access to medical-grade nursing care. Many (but not all) services are covered by Medicare.	Moving into a nursing home can be a difficult transition. The transition can lead to loneliness, frustration and even depression. Nursing homes can be quite costly, and not all costs are covered by Medicare.
<b>Hospice care</b>	Hospice care provides much-needed comfort in the final stages of life. Most care is provided in the patient's home. Limited service is provided in a hospice facility. Hospice services are covered by Medicare and Medicaid.	Hospice settings are for individuals with serious medical issues who are terminally ill. Terminal illness must be diagnosed by a doctor, and the individual must be determined by the doctor to be in his or her last 6 months of life.

## Long Term Care Costs

Cost is an important consideration when choosing a long term care setting. It is helpful to know the median costs for extended care, which vary by state and are increasing annually. Anticipated inflation can also affect the decision-making process. Costs can vary widely by facility. Daily rates for Maryland facilities are available on the **Maryland Quality Reports** website at <https://healthcarequality.mhcc.maryland.gov>

Type of Care Setting	Annual Median Cost - Maryland	Type of Care Setting	Annual Median Cost - Maryland
Adult day care	\$22,100	Assisted Living Facility	\$60,000
Homemaker services*	\$54,912	Semi-private room in a nursing home	\$ 122,275
Home health aide*	\$57,200	Private room in a nursing home	\$ 127,750

\*Based on 44 hours per week by 52 weeks a year

Source [www.genworth.com](http://www.genworth.com) August, 2021

### Step: 2 Review of Family and Financial Resources

In any family, family resources and financial resources can vary greatly. One family may have a non-working spouse that has time available and is able to provide help, which can lower the cost of care. Another family may have more financial resources available and is able to contribute more monetarily.

Knowing the financial and time resources available is important in planning. Use the table below to begin estimating cost. As you calculate costs, consider inflation over time.

Resources	Today's Value
Personal savings	\$
Life Insurance benefit	\$
Long Term Care Policy benefit	\$
Annuity contracts	\$
Home equity	\$
Reverse mortgage	\$
Retirement Plan	
Health savings account	\$
Family contributions	\$
Other funding sources	\$
<b>Total Resources Available</b>	\$

### Step 3: Compare Expenses and Assets

Using the tables from Step 1 and Step 2, determine the difference in expenses and assets to cover the costs of long term care. As you calculate costs, consider inflation over time.

	Today's Value
Estimated Costs (Step 1)	\$
Subtract Total Resources (Step 2)	\$
<b>Difference</b> (This is the additional money you will need)	\$



**Step 4: Collect Important Information**

Collect important information and keep it in one place so that you can quickly access it when you need it.

1. Decide who will be responsible for gathering, updating, and safeguarding information.
2. Keep the data updated by reviewing it yearly.
3. Keep the information in a safe place such as a fireproof box.
4. Use the form below to collect information such as:
  - a) Phone numbers and email addresses of relatives and friends involved with care.
  - b) Names and phone numbers of the doctors and medical professionals that will be attending to the individual with long term needs.
  - c) Names, phone numbers, and email addresses of other professionals such as attorneys, insurance professionals, financial advisors, and accountants.
  - d) Places where important information is kept such as wills, medical directives, securities, and deeds.

This is LTC Plan for:	Current Age:	Date:
<b>Important Contacts</b>	<b>Phone</b>	<b>Email</b>
Primary Care Doctors		
Specialists		
Family Members		



<b>Financial Information</b>	<b>Account Number</b>	<b>User Name / Password / PIN</b>
Safe Deposit Box		
<b>Legal Information</b>	<b>Phone</b>	<b>Email</b>
<b>Insurance Information</b>	<b>Account Number</b>	<b>User Name / Password / PIN</b>
<b>Important Paperwork</b>	<b>Location</b>	<b>User Name / Password/PIN</b>
Advanced Medical Directive and/or Living Will		
Legal Trusts or Wills		
Medical and/or Durable Power of Attorney		
Mortgage / Titles		
Prepaid Funeral Arrangements/Burial Plot		



### **Step 5: Researching and Comparing Long Term Care Facilities**

Once you have discussed care with your family and you have gathered the necessary information, you might decide you are ready to search for services or facilities. You will want to turn to trusted sources with reliable information about the quality of long term care services and facilities.

#### **Maryland Health Care Commission**

The Maryland Health Care Commission offers a consumer-friendly website - *Maryland Quality Reports* - that allows you to search for and compare nursing homes, home health agencies, hospitals, assisted living facilities, and more. The site offers quality information from federal and state agencies and consumer satisfaction surveys.

Long term care planning guides are in the “**Additional Resources**” section of the website. For example, you will find the Home and Community Care Options Guide, a Medicare Fact Sheet, an Assistance Programs Guide, and an Alternative Living Options Guide.

Website: [healthcarequality.mhcc.maryland.gov](http://healthcarequality.mhcc.maryland.gov)

Email: [mhcc.qualityteam@maryland.gov](mailto:mhcc.qualityteam@maryland.gov) Phone: 1-877-245-1762

#### **Medicare Care Compare**

The Centers for Medicare and Medicaid offer a comparison tool for 8 provider types, including nursing homes, hospice, and home health agencies. The site offers quality federal data so that you compare facilities and services, but it does not offer data from the state like the Maryland Quality Reports website does (described above).

Website: [www.medicare.gov/care-compare/](http://www.medicare.gov/care-compare/)

## **Follow-up Questions after Considering Care Plan**

### **1. If the desire is to stay in own home**

- a. Which family members will be able to assist? Will that family member(s) be compensated in any way?
- b. Are there friends willing to help and will they be compensated in anyway?
- c. Will you accept help from professional caregivers to complement care you receive from family and friends? If so, how will this care be paid?

### **2. If the desire is to stay with family**

- a. Which family members would you prefer to stay with? Will that family member(s) be compensated in any way?
- b. Would you be willing to stay part of the year with one member and part of the year with another member of the family?
- c. Would you be willing to go to Adult Day Care during the day?

### **3. If the desire is to stay with friends**

- a. Will the friend agree to help with care? Will that friend(s) be compensated in any way?
- b. Would you be willing to stay part of the year with one friend and part of the year with another friend?
- c. Would you be willing to go to Adult Day Care during the day?

### **4. If the desire or need is to stay at an Assisted Living Facility**

- a. Would you prefer it to be located near a family member or friend?
- b. How will the facility be paid?

## **CONGRATULATIONS!**

You have had “the conversation.” Hopefully, it is the first of many. You can use the following questions to consider how your first talk went, and to think about what you’d like to talk about in future conversations.

- Is there something you need to clarify that you feel was misunderstood or misinterpreted?
  
  
  
  
  
  
  
  
  
  
- Who do you want to talk to next time? Are there people who should hear things at the same time (like siblings who tend to disagree)?
  
  
  
  
  
  
  
  
  
  
- How did this conversation make you feel? What do you want to remember? What do you want your loved ones to remember?
  
  
  
  
  
  
  
  
  
  
- What do you want to make sure to ask or talk about next time?



## Additional Resources and Contact Information

### Maryland Department of Aging

The Maryland Department of Aging offers information and supports for seniors. Contact your local MAP office (below) or Area Agency of Aging for more information (Page 14).

Senior Call Check Program: <https://aging.maryland.gov/pages/senior-call-check.aspx>  
or 1-866-50-CHECK

Nutrition and Meal Services: <https://aging.maryland.gov/Pages/nutrition.aspx>

Senior Legal Assistance: <https://aging.maryland.gov/Pages/senior-legal-assistance.aspx>

### Maryland Access Point (MAP)

The Maryland Department of Aging offers one phone number for each county or region which serves as the gateway to long term services and supports in Maryland. MAP specialists work with caregivers, professionals, and all individuals with long term care needs to plan, identify, connect, and assist with accessing private and public resources for long term services and supports.

Website: <https://marylandaccesspoint.211md.org/>

Phone: 1-844-627-5465

Maryland Access Point			
<b>Allegany</b> 301-783-1752	<b>Anne Arundel</b> 410-222-4257	<b>Baltimore City</b> 410-396-2273	<b>Baltimore</b> 410-887-2594
<b>Calvert</b> 410-535-4606	<b>Caroline</b> 410-778-6000	<b>Carroll</b> 410-386-3800	<b>Cecil</b> 410-996-5295
<b>Charles</b> 1-855-843-9725	<b>Dorchester</b> 410-742-0505, ext. 109	<b>Frederick</b> 301-600-1234	<b>Garrett</b> 301-334-9431
<b>Harford</b> 410-638-3025 ext. 2521	<b>Howard</b> 410-313-5980	<b>Kent</b> 410-778-6000	<b>Montgomery</b> 240-777-3000
<b>Prince George's</b> 301-265-8450	<b>Queen Anne's</b> 410-758-0848	<b>St. Mary's</b> 301-475-4200 ext. 1057	<b>Somerset</b> 410-742-0505, ext. 109
<b>Talbot</b> 410-778-6000	<b>Washington</b> 301-790-0275	<b>Wicomico</b> 410-742-0505, ext. 109	<b>Worcester</b> 410-632-9915

### Veterans Administration

Website: [www.va.gov/GERIATRICS/index.asp](http://www.va.gov/GERIATRICS/index.asp)

Benefits Hotline: 800-827-1000

MyVA411 Main Information Line: 800-698-2411

Health Benefits Hotline: 877-222-8387



## Maryland Insurance Administration

The Maryland Insurance Administration (MIA) maintains a list of the insurance companies that are approved to sell individual Long Term Care policies in Maryland. The MIA also has information about the **Maryland Long Term Care Insurance Partnership Program**. This program is an innovative partnership between Maryland and private insurance companies who issue LTC insurance policies. A policy sold under the LTC Insurance Partnership Program, by law, must meet the same standards as a LTC policy not sold under the program. In addition, a partnership policy must meet certain specific federal and state requirements and be certified as a “LTC partnership policy” by the Commissioner of the MIA. Use the following link to find additional information.

Website: <https://insurance.maryland.gov/Consumer/Documents/publications/longtermcare.pdf>

Phone: 410-468-2000 or toll free 1-800-492-6116

## Centers for Medicare and Medicaid Services

Medicare is health insurance for people who are age 65 or older, under 65 with certain disabilities, or any person with End-Stage Renal Disease (ESRD). Many people still believe that Medicare or private health insurance will cover long term care services if they need them, but except for brief stays in nursing homes following a hospital stay, Medicare does not cover long term care.

To apply for Medicare in Maryland, you can complete an application online, in person, or by mail.

- Online through MDThink <https://mymdthink.maryland.gov/home/#/>
- Or call the **Constituent Services** office to locate the office in your county or Baltimore City where you can apply for Long Term Care in person or mail your application to.

**In English**

1.800.332.6347

**En Español**

1.800.732.7850

**TTY for Hearing Impaired**

1.410.767.7025

Website for **Medicare and You Handbook**:

[www.medicare.gov/Pubs/pdf/10050-Medicare-and-You.pdf](http://www.medicare.gov/Pubs/pdf/10050-Medicare-and-You.pdf)

Website for **Medicare Costs and Coverage**:

[www.medicare.gov/your-medicare-costs/get-help-paying-costs](http://www.medicare.gov/your-medicare-costs/get-help-paying-costs)

Website for **Long-Term Care Planning**:

[www.acl.gov/ltc](http://www.acl.gov/ltc)

Website for **Medicaid**:

[www.health.maryland.gov/mmcp/Pages/home.aspx](http://www.health.maryland.gov/mmcp/Pages/home.aspx)