

A-4 – DESIGNATION OF ADMINISTRATIVE RESPONSIBILITY

Corporations shall attach board resolutions authorizing a delegation to the Program Director and/or Administrator or other appropriate staff.

1. Legal Entity Name: _____

2. Program Name: _____

3. Program Address: _____

4. City: _____ County: _____ Zip Code: _____

5. Telephone: (____) _____ E-mail Address: _____

6. _____
(Name of person authorized by legal entity) Title

(Name of person authorized by legal entity) Title

is hereby designated as administrator, program manager, or agent of the above-named program and is authorized to receive at the above named program on my behalf, any documents including reports of inspections and consultations, accusations, and civil and administrative processes.

PER SECTION 10561(C)(3), I WILL NOTIFY THE DEPARTMENT OF HEALTH CARE SERVICES, WITHIN 10 WORKING DAYS OF ANY CHANGE OF THE ADMINISTRATOR OF THE FACILITY.

7. _____
Signature of legal entity officer/member

8. Title: _____

9. Address: _____

10. City: _____ County: _____ Zip Code: _____