

HOUSING-WITH-SERVICES CONTRACT ACT (EXCERPT)
Act 424 of 2002

333.26503 Contract requirements.

Sec. 3. (1) An establishment shall not function as a housing-with-services establishment for an individual except under a written contract complying with this act.

(2) A contract between a housing-with-services establishment and a resident must be in writing and shall include at least all of the following:

- (a) The name, street address, and mailing address of the housing-with-services establishment.
 - (b) The owner's name and mailing address.
 - (c) The title and address of the managing agent, whether an owner of a management firm or agency.
 - (d) The title and business address, if different from the establishment address, of at least 1 individual authorized to accept service of process on behalf of the owner and managing agent.
 - (e) A statement describing whether the housing-with-services establishment is licensed by a local, state, or federal agency.
 - (f) The term of the contract described in months or years.
 - (g) A description of the services the establishment will provide to the resident for the base-rate paid by the resident.
 - (h) A description of additional services available for an additional fee from the housing-with-services establishment directly or through arrangements with the housing-with-services establishment.
 - (i) A statement describing the policy of the housing-with-services establishment regarding the outside contracting of services by a resident.
 - (j) Fee schedules outlining the cost of additional services.
 - (k) A description of the process through which the contract may be modified, amended, or terminated, including conditions under which a contract may be terminated by the resident or the establishment.
 - (l) A description of the housing-with-services establishment's complaint resolution process.
 - (m) The resident's designated representative, if any.
 - (n) The establishment's referral procedure in the event the contract is terminated.
 - (o) Billing and payment procedures and requirements.
- (3) The housing-with-services establishment shall keep the contracts and related documents executed by the establishment and residents for at least 3 years after the date of termination of each contract. Contracts, or copies of the contracts, for current residents shall be kept at the establishment.

History: 2002, Act 424, Imd. Eff. June 5, 2002.