



Part A and Part B Application Components

If you have prepared your own Part A or Part B Application, but are having trouble with particular components or have been asked by Community Care Licensing Division (CCLD) for additional information, the following documentation can be purchased separately and merged into your own application.

Adult Residential Facilities (ARF's) or Small Family Homes (SFH's)

AB-633 (Health and Safety Code, Section 1799.103)	\$15
AB-581 (Health and Safety Code, Section 1569.37)	\$15
Sample House Rules	\$15
AB-937 (Probate Code, Section 2351)	\$20
Sample Staff Schedule	\$25
Sample Resident Schedule (Both weekday and weekend)	\$25
Any One (1) Sample Completed Part A Form	\$25
30-Day Recreation Schedule (specific to the location of your facility)	\$30
Sample 1-Week Menu (includes 3 meals, 3 snacks per day, portion sizes)	\$30
Sample 4-Week Menu (includes 3 meals, 3 snacks per day, portion sizes)	\$35
ARF Admission Agreement	\$40
Sample 1-Week Diabetic Menu (developed by a nutritionist)	\$40
AB-620 (Health and Safety Code, Section 1507.15)	\$55
SB-130 (Health and Safety Code Division 1.5, Section 1180 – 1180.6)	\$75
Disaster & Mass Casualty Plan (emergency preparedness plan)	\$75
Sample 4-Week Diabetic Menu (developed by a nutritionist)	\$85

Residential Care Facilities for the Elderly (RCFE's)

AB-633 (Health and Safety Code, Section 1799.103)	\$15
AB-581 (Health and Safety Code, Section 1569.37)	\$15
Sample House Rules	\$15
AB-937 (Probate Code, Section 2351)	\$20
AB-2044 (Health and Safety Code, Section 1569.618 and 1569.625)	\$35
AB-261 (Health and Safety Code, Section 1569.652 and 1569.884)	\$55
AB-620 (Health and Safety Code, Section 1507.15)	\$55
AB-1572 (Health and Safety Code, Section 1569.157 and 1569.158)	\$55
AB-2171 (Health and Safety Code, Section 1569.261 and 1569.269)	\$55
AB-2609 (Health and Safety Code, Section 1569.69)	\$55
Sample Resident Schedule (Both weekday and weekend)	\$25
Any One (1) Sample Completed Part A Form	\$25
Any 1 Job Description	\$25
Sample Staff Schedule	\$25
30-Day Recreation Schedule (specific to the location of your facility)	\$30
Sample 1-Week Menu (includes 3 meals, 3 snacks per day, portion sizes)	\$30
Sample 4-Week Menu (includes 3 meals, 3 snacks per day, portion sizes)	\$35
Sample 1-Week Diabetic Menu (developed by a nutritionist)	\$40
RCFE Admission Agreement & Related Attachments	\$65
Disaster & Mass Casualty Plan (emergency preparedness plan)	\$75
Sample 4-Week Diabetic Menu (developed by a nutritionist)	\$85

Note: See our [Products & Services Price List](#) and [Policies](#) for full details. You are accountable for knowing the contents of your *Part A and Part B Application Components* and for providing the services therein. To this end, RA Mears Consulting will provide an overview of any documentation provided to you, as needed.

Part A and Part B Application Components can be mailed or emailed, as agreed on. Emailed *Part A and Part B Application Components* are sent in PDF format. Some Part B Application Components *may* be provided in a modifiable format (e.g., DOC, TXT), and you will be able to make changes to any sample completed Part A form. RA Mears Consulting will make any revisions to *our work* required by CCLD for *initial* licensure without additional charge to you.

The above information is based on knowledge gained during 40 years experience with CCF's, daily interaction with new CCF applicants and existing CCF's, and expertise in California Code of Regulations, Titles 17 and 22.