



Information Sheet

# YOUR GUIDE TO APPLYING FOR AN RMBI HOME

## The following information will guide you through the application process for admission to an RMBI Home.

For initial information about an RMBI Home please **contact the Home** you wish to enquire about. If you would like to enquire generally about RMBI Homes you can visit our website at [www.rmbi.org.uk](http://www.rmbi.org.uk) or you can contact the RMBI's Care Operations Team. Contact details can be found over the page.

The Home Manager will send you an **information pack** about the Home. This will include a brochure with information about the Home, the types of care provided, the services at the Home, and the Home's contact details.

We highly recommend that you make an appointment to **visit the Home**, along with family and friends, and if there is an available room you may also stay overnight in the Home if you wish.

If you are unable to visit the Home, a member of the care staff from the Home, or a Care Advice Visitor, can visit you in your own home and, if possible, it may be a good idea to arrange for a trusted family member or friend to visit on your behalf.

When visiting the Home please **ask as many questions as you like**, it may be a good idea to write these questions down before you visit. Please also feel free to talk to the residents and other members of staff as you tour the Home. See our factsheet, Choosing a Care Home for more information.

At the end of your visit the Home Manager, or a member of the Home's management team, will talk to you about what type of care you require, explain the process of application to the Home, and go through the financial aspect of moving into a care home. Please also see our factsheet, Paying for Care, for more information about the financial side of moving into a care home.

If you have any questions after your visit please don't hesitate to contact the Home or make an appointment to visit the Home again.

If you do decide to move into an RMBI Home, the next step is to **fill out an application** form, an eligibility form (please see our factsheet, Eligibility, for more information about eligibility) and some financial information forms. If you have any problems with these forms then the Home Manager will be able to talk you through the process and answer any questions you may have.

A **pre-admission assessment** is then carried out by a member of Home staff, or one of our Care Advice Visitors. Once the paperwork has been completed and processed, and provided the pre-admission assessment is satisfactory, a **place at the Home** is offered\* and a date of admission is agreed.

*\*If there are no suitable rooms available then you will be placed on a waiting list and contacted as soon as a suitable room becomes vacant.*

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## How to contact each Home

### ALBERT EDWARD PRINCE OF WALES COURT

Penylan Avenue, Porthcawl, Mid Glamorgan CF36 3LY  
Phone: 01656 785311  
Email: [albertedward@rmbi.org.uk](mailto:albertedward@rmbi.org.uk)

### BARFORD COURT

157 Kingsway, Hove BN3 4GR  
Phone: 01273 777736  
Email: [barford@rmbi.org.uk](mailto:barford@rmbi.org.uk)

### CADOGAN COURT

Barley Lane, Exeter EX4 1TA  
Phone: 01392 251436  
Email: [cadogancourt@rmbi.org.uk](mailto:cadogancourt@rmbi.org.uk)

### CONNAUGHT COURT

St Oswalds Road, Fulford, York YO10 4FA  
Phone: 01904 626238  
Email: [connaught@rmbi.org.uk](mailto:connaught@rmbi.org.uk)

### CORNWALLIS COURT

Hospital Road, Bury St. Edmunds, Suffolk IP33 3NH  
Phone: 01284 768028  
Email: [cornwalliscourt@rmbi.org.uk](mailto:cornwalliscourt@rmbi.org.uk)

### DEVONSHIRE COURT

Howdon Road, Oadby, Leicester LE2 5WQ  
Phone: 01162 714171  
Email: [devonshire@rmbi.org.uk](mailto:devonshire@rmbi.org.uk)

### ECCLESHOLME

Vicars Street, Eccles, Manchester M30 0DG  
Phone: 0161 788 9517  
Email: [eccleshm@rmbi.org.uk](mailto:eccleshm@rmbi.org.uk)

### JAMES TERRY COURT

51 Warham Road, South Croydon, Surrey CR2 6LH  
Phone: 020 8688 1745  
Email: [jamesterry@rmbi.org.uk](mailto:jamesterry@rmbi.org.uk)

### LORD HARRIS COURT

Mole Road, Sindlesham, Wokingham, Berkshire RG41 5EA  
Phone: 01189 787496  
Email: [lordharris@rmbi.org.uk](mailto:lordharris@rmbi.org.uk)

### PRINCE EDWARD DUKE OF KENT COURT

Stisted Hall, Kings Lane, Stisted, Braintree, Essex CM77 8AG  
Phone: 01376 345534  
Email: [stistedhall@rmbi.org.uk](mailto:stistedhall@rmbi.org.uk)

### PRINCE GEORGE DUKE OF KENT COURT

Shepherds Green, Chislehurst, Kent BR7 6PA  
Phone: 020 8467 0081  
Email: [pgdokcourt@rmbi.org.uk](mailto:pgdokcourt@rmbi.org.uk)

### PRINCE MICHAEL OF KENT COURT

Stratford Road, Watford, Hertfordshire WD17 4DH  
Phone: 01923 234780  
Email: [princemichael@rmbi.org.uk](mailto:princemichael@rmbi.org.uk)

### QUEEN ELIZABETH COURT

Clarence Drive, Craig-y-Don, Llandudno, Conwy LL30 1TR  
Phone: 01492 877276  
Email: [queenelizabeth@rmbi.org.uk](mailto:queenelizabeth@rmbi.org.uk)

### SCARBROUGH COURT

Alexandra Way, Cramlington, Northumberland NE23 6ED  
Phone: 01670 712215  
Email: [scarbrough@rmbi.org.uk](mailto:scarbrough@rmbi.org.uk)

### SHANNON COURT

Shannon Court Road, Hindhead, Surrey GU26 6DA  
Phone: 01428 604833  
Email: [shannon@rmbi.org.uk](mailto:shannon@rmbi.org.uk)

### THE TITHEBARN

Moor Lane, Great Crosby, Liverpool L23 2SH  
Phone: 0151 924 3683  
Email: [tithebarn@rmbi.org.uk](mailto:tithebarn@rmbi.org.uk)

### ZETLAND COURT

128 Alumhurst Road, Westbourne, Bournemouth BH4 8HU  
Phone: 01202 769169  
Email: [zetland@rmbi.org.uk](mailto:zetland@rmbi.org.uk)

## How to contact us

### Royal Masonic Benevolent Institution

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London  
WC2B 5AZ

**Phone.** 020 7596 2400

**Fax.** 020 7404 0724

**Email.** [enquiries@rmbi.org.uk](mailto:enquiries@rmbi.org.uk)

**Web.** [www.rmbi.org.uk](http://www.rmbi.org.uk)