



December 18, 2020

Dear resident/responsible party,

As we approach the end of 2020, we would like to wish everyone a happy and joyous holiday as we look forwards to 2021.

This year we have been maintaining regular contact with family members and responsible parties for weekly updates on resident and facility status. We have noticed that contact information may have changed, and the facility was not updated. It is of utmost importance that we have up to date and accurate contact information to continue maintaining dialogue with you on the condition of your loved one.

Please complete the enclosed form and return it to the social work department. If the resident has a power of attorney, conservator, living will, or health care agent please provide the facility a copy of the documents.

Enclosed is a staff directory should you need to contact any of our staff members.

Sincerely,  
Clara Merva, MS

Director of Social Services  
21 Maefair Court Trumbull, CT 06611  
T: (203) 459-5152 F: (203) 459-5156  
Email: [socialwork@maefairhcc.com](mailto:socialwork@maefairhcc.com)



Resident Name: \_\_\_\_\_

Primary Contact:

Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

Address: \_\_\_\_\_

Email address: \_\_\_\_\_

Telephone Number: (H) \_\_\_\_\_

(C) \_\_\_\_\_

(W) \_\_\_\_\_

Second Contact:

Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

Address: \_\_\_\_\_

Email address: \_\_\_\_\_

Telephone Number: (H) \_\_\_\_\_

(C) \_\_\_\_\_

(W) \_\_\_\_\_

Funeral Home Preference: \_\_\_\_\_

\*\* Reminder to please provide copies of POA/conservator decree/health care agent/living will

## Staff Directory:

<u>Name &amp; Function</u>	<u>Email:</u>	<u>Extension</u>
● Rita Lynch - Administrator	<a href="mailto:administrator@maefairhcc.com">administrator@maefairhcc.com</a>	110
● Kayla Duvall - Assistant Director of Nursing	<a href="mailto:adns@maefairhcc.com">adns@maefairhcc.com</a>	146
● Jenny Dos Santos - Admissions	<a href="mailto:admissionscoord@maefairhcc.com">admissionscoord@maefairhcc.com</a>	129
● Clara Merva - Director of Social Services	<a href="mailto:socialwork@maefairhcc.com">socialwork@maefairhcc.com</a>	105
● Paige Goldstein - Social Worker	<a href="mailto:socialworker@maefairhcc.com">socialworker@maefairhcc.com</a>	102
● Michael Rivers - Director of Rehabilitation	<a href="mailto:therapy@maefairhcc.com">therapy@maefairhcc.com</a>	125
● Lennox Burey - Dining Services Director	<a href="mailto:dining@maefairhcc.com">dining@maefairhcc.com</a>	118
● Sharon Setal Streete – Director of Recreation	<a href="mailto:recreation@maefairhcc.com">recreation@maefairhcc.com</a>	120
● Bessie Forest - Director of Finance	<a href="mailto:finance@maefairhcc.com">finance@maefairhcc.com</a>	108
● Adrienne Ortiz- Dir of Environmental Services	<a href="mailto:physicalplant@maefairhcc.com">physicalplant@maefairhcc.com</a>	116
● Nancy Jean Claude – Nurse case manager	<a href="mailto:mds@maefairhcc.com">mds@maefairhcc.com</a>	145
● Brian Aldiva – Housekeeping and Laundry Services Director	<a href="mailto:ressupser@maefairhcc.com">ressupser@maefairhcc.com</a>	114