

## Assisted Living Checklist

Name of community \_\_\_\_\_

Location of community \_\_\_\_\_

Contact person & phone number \_\_\_\_\_

### Staff & Residents

- Are residents interacting with one another? Do they appear happy, comfortable and well-groomed?
- Does the staff treat each other in a professional manner?
- Does the staff interact warmly with residents in a caring and friendly way?
- Does the staff appropriately greet visitors and competently answer questions?

### Physical Features

- Is the location and appearance pleasing?
- Is the facility clean, free of odors and appropriately heated and cooled?
- Are the floors non-slippery?
- Do all areas have appropriate lighting?

### Needs Assessments

- Does each resident have a written plan of care?
- Is there a process for assessing and periodically re-assessing a resident's needs?
- Are the resident, family, community staff and resident's physician involved in the assessment?

### Contracts & Finances

- What are the policies regarding termination of contracts and refunds?
- Is there an availability of programs to help cover the cost of services?
- Will you receive a copy of the contract which includes room, personal care, health care and supportive services provided?
- Are there additional services if a resident's needs change?

### Medication & Health Care

- Are there written policies regarding storage of medication, assistance with medications, training and supervision of staff and record keeping?

- Is self-administration of medications allowed?
- Is staff available to coordinate visits from a home care nurse, hospice or therapist?
- Is there a written policy for responding to a resident's medical emergency?
- What happens if his/her care level increases?

#### Services

- What are the available services provided at the facility?
- What is included in rent and what is not included?
- Monthly rates and how is it calculated?

#### Individual Unit Features

- Are a variety of apartment sizes available?
- Is a 24-hour emergency response system available?
- Are furnishings provided or can a resident bring his/her own?
- Is a telephone and cable TV hook-up available?
- Is the building secure?

#### Social & Recreational Activities

- Are activities available in the facility? How often and what type?
- Can family members participate in the programs?
- Are pets allowed?

#### Food Service

- Do menus vary from day to day and meal to meal?
- Are snacks provided?
- Can residents at the facility request special foods?

Other things look for:

A facility that offers any other non-tangible needs for your loved one, including maximizing independence, encouraging individuality, nurturing of the spirit and, above all, a safe, secure residential environment for an enhanced peace of mind.