

Residential Care Facility for the Elderly Checklist

For family, friends, and potential residents to consider when visiting Residential Care Facilities for the Elderly

Facility Name: Facility #1	Facility #2	Facility #1		Facility #2	
Date/Time of Visit: Facility #1	Facility #2				
Location and Surroundings		Yes	No	Yes	No
Is the facility near friends and relatives?					
Is it near important services (e.g. pharmacy, bank, hospital)?					
Does the facility provide transportation to doctor appointments?					
Are the surroundings desirable (e.g. trees, quiet area, etc)?					
Are the facility grounds well maintained?					
Facility Attributes		Yes	No	Yes	No
Is the inside of the building attractive and fresh smelling?					
Does the temperature of the building seem comfortable to the residents?					
Does the facility seem safe and secure?					
Does the facility provide adequate laundry and housekeeping services?					
Is the kitchen clean and efficient looking?					
Is the dining area clean and attractive?					
Are sample menus (past and present) available for review?					
Is there an attractive area where residents can visit with friends and family?					
Is there adequate privacy for residents?					
Is there a telephone available for residents to use, and in privacy if needed?					
Is there adequate closet and storage space?					
Are the bathrooms clean and well-maintained?					
Facility Policies		Yes	No	Yes	No
Is the facility license up to date and available for your review?					
Does the facility have a plan for emergencies and is it available?					
Is there a process for evaluating and monitoring care needs?					
Are residents involved in facility decision making?					
Does an administrator (or another facility staff person) handle money for the residents?					
Are hazardous substances such as cleaning chemicals safely stored?					
Are there provisions for safeguarding resident's property and valuables?					
Quality of Care		Yes	No	Yes	No
Do the residents seem happy?					
Do the residents look comfortable and well cared for?					
Are you able to interact with residents openly?					
Are residents willing to answer questions about the facility?					
Do residents feel like the facility is their home?					
Are residents free to make choices about their own care?					
Must residents move if a higher level of care is needed?					
Are healthy snacks available?					
Do residents seem to enjoy the facility food?					
Are meals prepared for residents who require special diets?					
Are bedrooms neat and attractive?					
Do the residents have adequate supplies of basic toiletries (i.e. soap, shampoo, toothpaste, toothbrushes, etc)					
Are residents occupied with constructive activities?					
Is there a Hospice Waiver?					

Facility #1	Facility #2	Facility #1		Facility #2	
Quality of Staff		Yes	No	Yes	No
Have the staff been fingerprinted?					
Does the staff seem friendly and helpful?					
Does the staff seem attentive to residents?					
Are staff members willing to answer your questions?					
Do staff members seem to enjoy working with the residents?					
Do staff members have enough time to care for all the residents for whom they are responsible?					
Is the administrator willing to answer your questions about the facility?					
Is the administrator willing to review an admission agreement in detail with you?					
Does the staff include a licensed nurse?					
Is there a staff person on duty who is trained in first aid?					
Is there a staff person who is responsible for the safe storage and distribution of medication?					
What is the staff-resident ratio?					
Is there a staff person awake at night?					
Do staff members assist residents with making and keeping medical appointments?					
Facility Costs		Yes	No	Yes	No
Is the cost of residing at the facility and the payment schedule clearly defined in the admission agreement?					
Is there a refund policy?					
Are there costs for increasing levels of care?					
Are there extra costs for supplies and services?					
Are the costs for shared vs. private rooms clearly defined?					
Are there payment options?					
Does the facility accept any type of insurance?					
Does the facility accept Medi-Cal?					
Please use this space for additional comments:					