

# Living with Assistance CHECK LIST

Looking for an Assisted Living Community?  
To ensure you or your loved one will get the best possible care use this comprehensive checklist to assist you with your search!

COMMUNITY NAME:

CONTACT PERSON:

TELEPHONE:

EMAIL:

PERSONAL CARE NEEDS	YES	NO	NOTES
Is the level of care determined?			
Is there a written care plan for each resident?			
Is there an ongoing process for assessing a resident's need for services?			
Are the needs evaluated regularly?			
Does the facility accommodate residents with changing needs?			
Is staff available to provide 24-hour assistance with activities of daily living?			
If a resident's behavior changes and becomes verbally or physically abusive, does the facility have a course of action?			

HEALTH CARE NEEDS	YES	NO	NOTES
Does a physician/nurse make regular check ups?			
Is medical care readily available?			
Does the residence's pharmacy provide delivery, consultation and review of medicines?			
May residents choose their own doctors, therapists and pharmacies?			
Are health care services available at the facility? - Do they offer Physical therapy? Wound care? Hospice care? Social services?			
Are additional services available on the same campus if a resident's needs changes?			

RESIDENT SERVICES	YES	NO	NOTES
Are housekeeping, linen services, and personal laundry included in the fees, or available for an additional charge?			
Are onsite laundry facilities available?			
Does the residence provide transportation to doctor's offices, the hairdresser, shopping and other activities? Can it be arranged on short notice?			
May the residents have pets? What is the policy?			



# Living with Assistance CHECK LIST

LOCATION	YES	NO	NOTES
Do you like the facility's outward appearance?			
Is the facility convenient for frequent visits by family and friends?			

LIVING ENVIRONMENT	YES	NO	NOTES
Are all rooms private?			
May residents bring their personal furniture?			
Are rooms available? Is there a waiting list?			
Is the floorplan well planned and easy to follow?			
Is the decor attractive and homey?			
Are the doorways, hallways, and rooms accommodating to wheelchairs and walkers?			
Is the residence clean, free of odors, and appropriately temperature controlled?			
Are the exits well marked? Is there an emergency evacuation plan?			
Is there an emergency generator or alternate power source?			

SPECIAL CARE UNITS	YES	NO	NOTES
Is there a separate area specifically for people with dementia?			
Is there specialized staff training?			
Is there a difference in staff-to-resident ratio?			
What is the facilities means of security if a resident wanders?			
Do residents go out of doors regularly?			
Is there space for residents and family members to walk around the unit?			
Is the room arranged appropriately and ensuring privacy?			
If there is a roommate, does he/she have any habits or mannerisms that would be difficult for the prospective resident to handle - e.g. staying up late at night, raising their voice, going through personal possessions of others? How is that managed?			

STAFF	YES	NO	NOTES
What are their hiring procedures and requirements for staff eligibility?			
Are criminal background checks, references and certifications required?			
Is there a staff training program in place?			
What is the staff-to-resident ratio?			
Is the staff courteous to residents and to each other?			
Does the staff respond to your questions?			

# Living with Assistance CHECK LIST

MEALS	YES	NO	NOTES
Does they provide 3 nutritionally balanced meals a day, 7 days a week?			
Does a qualified dietitian plan and approve the menus?			
Is the resident's weight routinely monitored?			
Are common dining areas available?			
Can residents have guest dine with them for an additional fee? Is there a private dining room for special events?			
Are nutritional needs met?			
Are finger foods available?			
Are food and beverages available throughout the day?			

SOCIAL AND RECREATIONAL ACTIVITIES	YES	NO	NOTES
Are recreational activities offered?			
Do volunteers and family members come into the residence to participate in or conduct programs?			
Are there supplies for social activities/hobbies such as games, cards, crafts, computers, and gardening?			
Are religious services held on the premises or are arrangements made for nearby services?			
Does the residence create a sense of community by allowing residents to participate in certain activities together or perform simple chores for the group as a whole?			
Do residents socialize with each other and appear comfortable and content?			
Are visits with residents welcome at any time?			

COSTS/FEES/CERTIFICATION	YES	NO	NOTES
Is there a baseline fee and payment schedule?			
Is there a security deposit? Are deposits refundable?			
Are there monthly fees? Can the monthly fees be increased?			
Is there a history of monthly fee increases?			
Is an advanced warning provided should there be a change in fees?			
Will the resident's room be held should he/she require a hospital/nursing skilled care stay, and are there charges for the room while vacant?			
Is there a refund policy in place should there be a transfer, discharge, change in ownership, or closing?			
Is there a process if funds are depleted and full payments can no longer be made?			
Does the residence have a current license/certification?			
Is the facility a member of a trade or professional association?			