|  |  |  |  |
| --- | --- | --- | --- |
|  | **Yes** | **No** | **Comments** |
| **Basic Information** |
| The nursing home is Medicare certified |  |  |  |
| The nursing home is Medicaid certified |  |  |  |
| The nursing home has the level of care you need (e.g. skilled, custodial), and a bed is available for you |  |  |  |
| The nursing home has special services if needed in a separate unit (e.g. dementia, ventilator, or rehabilitation) and a bed is available for you. |  |  |  |
| The nursing home is close enough for friends and family to visit. |  |  |  |
| Is there a waiting list? If so, how long? |  |  |  |
|  |
| **Resident Appearance** |
| Residents are clean |  |  |  |
| Residents are appropriately dressed for the season or time of day |  |  |  |
| Residents are well groomed (e.g. hair combed, clothing clean) |  |  |  |
|  |
| **Nursing Home Living Spaces** |
| Home is free from overwhelming unpleasant odors |  |  |  |
| Home appears clean and well kept |  |  |  |
| Temperature in the home is comfortable for the residents |  |  |  |
| Home has good lighting |  |  |  |
| Noise levels in the dining room and other common areas are comfortable |  |  |  |
| Smoking is not allowed or may be restricted to certain areas of the home |  |  |  |
| Furnishing are sturdy, yet comfortable and attractive |  |  |  |

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| **Staff** |
| The relationship between the staff and the residents appears to be warm, polite, and respectful |  |  |  |
| All staff wear name tags |  |  |  |
| Staff knock on the door before entering a resident’s room and refer to residents by name |  |  |  |
| Home offers a training and continuing education program for all staff |  |  |  |
| Home does background checks on all staff |  |  |  |
| The guide on your tour knows the residents by name and is recognized by them |  |  |  |
| There is a full-time registered nurse (RN) in the nursing home at all times, other than the Administrator or Director of Nursing |  |  |  |
| The same team of nurses and Certified Nursing Assistants (CNAs) work with the same resident 4-5 days a week  |  |  |  |
| CNAs work with a reasonable number of residents each |  |  |  |
| CNAs are involved in care planning meetings |  |  |  |
| There is a full-time social worker on staff |  |  |  |
| There is a licensed doctor on staff.  |  |  |  |
| The doctor is there daily |  |  |  |
| The doctor can be reached at all times |  |  |  |
| The home’s management team has worked together for at least one year |  |  |  |
|  |
| **Resident’s Rooms** |
| Residents may have personal belongings and/or furniture in their rooms |  |  |  |
| Each resident has storage space (closet and drawers) in his or her room |  |  |  |
| Each resident has a window in his or her bedroom |  |  |  |
| Residents have access to a personal telephone and television |  |  |  |
| Residents have a choice of roommates |  |  |  |
| Water pitchers can be easily reached by residents |  |  |  |
| There are policies and procedures to protect residents’ possessions |  |  |  |

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| **Hallways, Stairs, Lounges, and Bathrooms** |
| Exits are clearly marked |  |  |  |
| There are quiet areas where residents can visit with friends and family |  |  |  |
| The nursing home has smoke detectors and sprinklers |  |  |  |
| All common areas, resident rooms, and doorways are designed for wheelchair use |  |  |  |
| There are handrails in the hallways and grab bars in the bathrooms |  |  |  |
|  |
| **Security** |
| Home has security measures in place |  |  |  |
| Home uses bands/indictors on the clients |  |  |  |
| Home uses key-coded locked doors |  |  |  |
| Home employs security personnel 24/7 |  |  |  |
|  |
| **Menus and Food** |
| Residents have a choice of food items at each meal (ask if the client’s favorite foods are served) |  |  |  |
| Nutritious snakcs are available upon request |  |  |  |
| Staff help residents eat and drink at mealtimes if help is needed |  |  |  |
|  |
| **Activities** |
| Residents, including those who are unable to leave their rooms, may choose to take part in a variety of activities (ask to see the schedule) |  |  |  |
| The nursing home has outdoor areas for resident use and staff help residents go outside (how often?) |  |  |  |
| Home has an active volunteer program |  |  |  |

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| **Safety and Care** |
| Home has an emergency evacuation plan and holds regular fire drills |  |  |  |
| Residents receive preventive care, like a yearly flu shot, to help keep them healthy |  |  |  |
| Residents are free to use their personal doctors |  |  |  |
| Residents are given regular dental check-ups |  |  |  |
| Staff assists residents in brushing their teeth in the morning and after meals and checks to make sure residents have done it themselves |  |  |  |
| Staff helps residents wash their faces each morning |  |  |  |
| Home has an arrangement with a nearby hospital for emergencies |  |  |  |
| Care plan meetings are held at times that are convenient for residents and family members to attend whenever possible |  |  |  |
| Home has corrected all deficiencies (failure to meet one or more Federal or State requirements) on its last state inspection report |  |  |  |

**Other questions to ask and issues to consider:**

**First and foremost: Try to PLAN AHEAD!!!!**

* Do you have an elder rights attorney to help you with legal issues that may arise?
* Plan to make a few unannounced visits after your initial formal visit/tour.
* Ask to see a list of all of the staff’s qualifications.
* Does the nursing home automatically put the residents in diapers upon admission?
* If a resident becomes ill or injured who calls in the staff doctor and in what circumstance?
* What kind of clothing should the residents wear?
* What do the residents do between scheduled activities?
* How do the residents get around in their wheelchairs by themselves?
* What is the procedure in a fire?
* Ask for a copy of the admission agreement to show your attorney.
* Does this admission agreement include an expectation that your friends and/or family will pay the bill under any circumstances?
* Ask for a copy of the results of the most recent survey of the facility done by federal or state surveyors.
* Ask whether or not you will be able to attend a meeting of the nursing home’s resident council and/or family council meeting or equivalent.
* Is the nursing home easy for family and friends to visit?
* Are the residents allowed to go outside by themselves if they are able?
* Are the residents allowed to have a snack at any time they might desire to have one?
* Are the residents allowed to keep small food items in their room?
* Visit <http://www.medicare.gov> and look at their “Nursing Home Compare”
* How much money does each resident get to keep in their personal care account? Can you deposit extra money into it? Who has access to it? Who approves the expenditures? (Should only be the resident)
* Are residents moved from room to room at will? When and how will the family be notified of a move?
* Are residents allowed to keep their periodical subscriptions?