



Friends of St. John the Caregiver

P.O. Box 320 • Mountlake Terrace, WA 98043

www.FSJC.org • www.YourAgingParent.com • www.CatholicCaregivers.com

From *A Catholic Guide to Caring for Your Aging Parent*
by Monica Dodds
Loyola Press

Checklist for Family Caregivers

Evaluating an Assisted Living Facility

Name of facility

Address

Phone

Web site/E-mail

Contact name / Position

Date of visit / Day and time

Initial Questions

___ Is Medicare accepted? Medicaid? Long-term care insurance? Private pay?

___ What are the levels of care (independent, assisted living, nursing)?

___ Does the facility have a religious affiliation? Weekly church services? A chaplain? A Eucharistic minister?

___ How long has the facility been under the present ownership/management?

___ Are the patient's rights posted?

___ Is the facility licensed by the state?

___ Can you get a copy of the most recent state licensing review? Have all deficiencies listed on the review been corrected?

Treatment of Residents

___ Does the staff respond quickly to a resident's call button?

___ How do the staff and residents interact?

___ Does your tour guide greet residents and know their names?

Staff

___ Are criminal history checks and drug tests done on all staff members?

___ What are the staff positions (administrator, direct care providers, social worker, nutritionist)?

___ How many RNs are on duty for each shift? LPNs? CNAs? Support staff?

___ What is the staff-to-resident ratio for each shift?

___ Do the staff members wear nametags?

Care

___ Are there arrangements for care with a local hospital? Is there a doctor on call for emergencies?

___ How often is a registered nurse on site? How often is a physician?

___ Who decides if a resident is no longer eligible to remain in this setting?

___ Who determines the level of care, and how is it determined?

___ Can services be added if the patient needs them?

___ Does the facility develop a care plan for each resident? Who writes the care plan? Are the residents and their family involved? How often is the care plan reviewed?

___ Is there a resident/family council? How often does it meet? What do they talk about?

___ Are there planned activities? How many choices are there? Are any trips scheduled? Are there opportunities for exercise?

___ Is any therapy (physical, occupational, speech) available?

___ Does the food look and taste good?

___ Are the mealtimes flexible? How many meals and which meals are included in the basic cost?

___ Is room delivery for meals available if your loved one is sick?

___ Are there choices for meals? Can special diets be accommodated? Are nutritious snacks provided?
Can a resident select a portion size?

___ Are seats assigned in the dining room? What happens if a resident doesn't like his or her assignment?

Environment

___ What is your general first impression? Were you greeted?

___ Is there a pleasant smell?

___ Are accidents cleaned up promptly?

___ Is the hallway clear for wheelchair and walker use?

___ Is parking available? How much does it cost?

___ Is there a common room? A living room? A den? A library? A snack area? A game room?

___ Is the noise level in the halls, common rooms, and dining room comfortable?

___ Are extra services, such as a beauty salon or café, available?

___ Are there areas for visiting indoors? Outdoors?

___ Is the dining room clean, nicely set up, and pleasant?

___ What is your overall impression? Is it institutional? Homelike?

___ What is provided in the apartments (TV, telephone, cable, Internet connection)?

___ Are the rooms furnished or can residents bring in their own furniture?

___ Do staff members treat each other with respect?

Policies

___ When are visiting hours?

___ Who handles discharge planning? How is it handled?

___ What is involved in the admissions process? Is there a waiting list?

___ Is smoking allowed?

___ Under what conditions would a resident be asked to leave? Would there be referral arrangements?

___ Will a person's apartment be held if he or she has to be hospitalized? For how long?

___ Are pets allowed?

Safety

___ Does a staff member check in on residents every day?

___ Is there a sign-out and a sign-in sheet to help staff know if a resident is not in the building?

___ Are strangers prevented from entering without permission?

___ Are there intercoms in each unit?

___ Is there a twenty-four-hour emergency response system?

___ Is the facility wheelchair accessible?

___ Does it have well-lit halls?

___ Are there marked exits?

___ Are there handrails in the halls?

___ Are there grab bars and call buttons in the bathrooms?

___ Are there locks on doors and windows?

___ Are fire systems, sprinklers, fire doors, and evacuation plans in place?

___ Is there a generator if the power goes out?

___ Are there locks and peepholes in the doors?

Apartments

___ Are several floor plans available (studio, one bedroom, two bedroom)?

___ Is there a call button in the bathroom?

___ Does the bathroom have grab bars? Is it wheelchair accessible?

___ Is there a temperature control system in each room?

___ Is additional storage space available?

___ Is there a refrigerator? An oven? A stove? A dishwasher? A microwave? A sink?

Financial

- Is there a buy-in fee?
- Is there a sliding fee scale for low-income residents?
- Is there a security deposit? Does it include first month's rent? Last month's?
- Is there a financial qualification?
- What is the monthly rate?
- How can payments be made?
- What services (utilities, cable) are covered by the monthly rate?
- Is renter's insurance necessary?
- Are additional services available for an extra fee?

Services

- Is laundry service available?
- Is bathing assistance available?
- Are linens changed? How often?
- Is toilet assistance available?
- Is housekeeping available?
- Is there a shopping service?
- Is dressing assistance available?
- Is medication management assistance available? Who distributes medications?
- Is eating assistance available?
- Can outside services (such as a visiting nurse) be brought in?
- Is mobility assistance available?
- Is grooming and hygiene assistance available?

Location

- Is the facility in a convenient location, near shopping, doctor, church?
- Is it close to public transportation?
- Does the residence have a bus or van? Where will it go? How are rides arranged and what do they cost?

For more free information, visit YourAgingParent.com, a program of the Friends of St. John the Caregiver.

To receive a free copy of "The Little Book of Caregiver Prayers," send a self-addressed stamped envelope to Friends of St. John the Caregiver, P.O. Box 320, Mountlake Terrace, WA 98043.