

LONG TERM FACILITY CHECKLIST

	Facility A		Facility B	
	Yes	No	Yes	No
Personal Considerations				
• Observe how residents interact with staff. Does the staff show respect for the residents in their care?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Is there enough staff?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Is there care in selecting roommates?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Are the residents involved in a variety of activities tailored to their needs and interests?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Is the food served attractively, menus varied and does the facility Take into account the likes and dislikes of the residents?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Can a resident bring any personal items or furniture with them to the facility? How is the laundry handled? Is it ironed? What about name tags?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Are languages other than English spoken by residents and staff?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Are the residents who were out of bed dressed in street clothes, rather than pajamas or robes? (Appearance can tell you if good personal care is being given).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Is there an RN or LPN on the floor or wing? (does not apply to adult homes)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

	Facility A		Facility B	
	Yes	No	Yes	No
Programs and Care				
• Are appropriate recreational and educational programs provided?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Is there a resident council?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Is an ombudsman program in effect?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Can residents use a private physician?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Is there a full time physician on staff or on call at the facility? (does not apply to adult homes)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Environment				
• Is the outside and inside of the facility clean and in good repair?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Is the facility free of unpleasant odors?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Is it easy for residents in wheelchairs to move around?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Is the lighting appropriate for what residents are doing?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Are there outdoor areas accessible for residents to use?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Is furniture used by residents in good repair?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Did you notice clocks with easy to read faces, and calendars Indicating day and date?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
How the Facility Handles Payments				
• Are all fees clearly explained?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Does the facility provide a written list of extra charges?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Do they accept Medicaid? (does not apply to adult homes)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Is the resident or the resident's family informed in advance when Charges are increased?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Once you have visited a facility, consider your reaction to the residents, staff, policies, programs and the physical environment . Your “gut feeling” is important. Selecting a long term care facility is one of the most important and difficult decisions that you may be asked to make, either for yourself or for a member of your family. Do not rely on any one source when making your decision.