

CAREGIVING CHECKLIST



Assisted Living: What to Ask

Residence Name: _____

Check: First Visit Second Visit Date(s) Visited: _____
 Morning Afternoon Evening

Circle: Mon Tue Wed Thu Fri Sat Sun

You may want to attach the facility's rate sheet for easier comparison.

The Call:

How many living units are in the residence? _____

Where is the residence located? _____

Yes No

- Are different sizes and types of units available?
- Do any units have kitchens or kitchenettes?
- Are all the rooms private?
- Are bathrooms private?
- Does the residence offer special care units such as those serving people with Alzheimer's disease?
- Is a contract available that details fees, services, and admission and discharge policies?
- Is there a written care plan for each resident?

What role does the resident have in developing the care plan? _____

- Are additional services available on the same campus if a resident's needs change?
- Can residents choose their own doctors, therapists, or pharmacies?

How does the residence bill for services? _____

What if a resident runs out of money? _____

Under what conditions would a resident have to leave the residence?

The Visit:

Yes No

- Is the residence clean?
- Is the residence cheerful?
- Do you feel good about it?
- Are stairs and hallways well lit?
- Are exits well marked?
- Do rooms and bathrooms have handrails and call buttons?
- Are there safety locks on the doors and windows?
- Are there security and fire safety systems?
- Is there an emergency generator or alternate power source?
- Is the floor plan logical and easy to follow?

- Are rooms large enough for a resident's needs?

- Are there kitchens or kitchenettes?

- Are there enough common areas, such as dens and living rooms?

What special services are available?

Circle all that apply: bank café beauty salon other (make notes below)

The Contract:

Yes No

- Is the contract easy to read?
- Do you understand everything in it?
- Are specific services provided by the residence?

- Does the contract include all of the services you are looking for?
How frequently are services provided? _____

What do additional services cost? _____

- Are health care services included?
Which ones? _____

When and where are meals served? _____

Are all meals served 7 days a week? _____

Does the contract address levels of care? _____

How many levels?

Who determines level of care?

Are there services for each level? _____

Are linens/laundry provided? _____

Are transportation services provided? _____

- Is there a parking fee for residents?
- For visitors?
- Does the residence offer worship services?
- Is transportation to worship services provided? _____

What are the entrance fee(s)?

What is the monthly rent?

What is the security deposit?

- Are deposits refundable? _____

Are utilities included?

Which ones?

Is telephone included? Yes No Long distance? Yes No
How are rate increases or late payments handled?

Does the contract cover transfer and discharge policies?

Who makes a transfer or discharge decision?

How much notice is given to residents who have to leave?

Is the living area held if the resident is in the hospital?

For what cost? _____

Can you have a pet?

Can you have personal furniture? _____

Does the contract deny your right to bring legal action against the residence for injury, negligence, or other cause? _____

Can you come and go at will? _____

Can personal visitors come and go at will? _____

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