

NURSING HOME CHECKLIST

Facility Name: _____

Address: _____

Phone: _____

Yes **No**

Basic Information

Is the facility Medicare certified? _____ _____

Is the facility Medicaid certified? _____ _____

Does the home have the level of care needed (e.g., skilled, custodial) and is a bed available? _____ _____

Is there a waiting period for admission? _____ _____

Does the home have special services units such as Alzheimer's or Hospice Units? _____ _____

Is the home located close enough for family and friends to visit? _____ _____

Nursing Home Information

Is the home and current administrator licensed? _____ _____

Does the home conduct background checks on all staff? _____ _____

Does the home have abuse prevention training? _____ _____

Do all staff wear name tags? _____ _____

Is there a full-time Registered Nurse (RN) in the home at all times other than the Administrator or Director of Nursing? _____

Does the guide on your tour know the residents by name and does the resident recognize him/her? _____

Is there a licensed doctor on staff and is he/she there daily or reachable at all times? _____

Has the nursing home management team been together for at least 1 year? _____

Does the staff knock on the door before entering a residents room and refer to the resident by name? _____

Quality of Life

Can residents make choices about their daily routine such as when to go to bed or get up, when to bathe or when to eat? _____

Is the home free from overwhelming unpleasant odors? _____

Is smoking allowed and is it restricted to certain areas of the nursing home? _____

Does the home meet your cultural, religious, or language needs? _____

Does the home have good lighting? _____

Do the resident's rooms have personal articles or furniture? _____

Are noise levels in the dining room and other common areas at a comfortable level? _____

Do residents have a choice of food items at each meal? _____

Are there nutritious snacks available upon request? _____

Does the staff help residents eat and drink? _____

Are there a variety of activities that you like? _____

Are the residents who are unable to leave their rooms included in activities? _____

Does the home have outside volunteer groups? _____

Are there areas for the residents to go outside? _____

Are the public areas nice and available for family gatherings? _____

Does the resident have access to a personal television and telephone? _____

Does each resident have storage space such as a closet or drawers in their room? _____

Are there policies and procedures to protect resident's possessions? _____

Quality of Care

Can the resident continue to see their personal physician? _____

Are the residents lean, appropriately dressed and well groomed? _____

Does the nursing home staff respond quickly to requests for help? _____

Are there handrails in the hallways and grab bars in the bathrooms? _____

Does the home have an emergency evacuation plan and hold regular fire drills? _____

Do residents get preventive care such as yearly flu shots? _____

Is there a Chain of Command for complaints and if so will you be notified how to reach each person at each level? _____

Are staff in uniforms that differentiate between house-keeping staff, aides, LPNs and RNs? _____

Additional Comments: _____

Tips:

- ✓ Make an appointment with the nursing home for a tour. However, after the tour, on another day, show up during meal times or early in the morning to view the facility and its staff.
- ✓ Generally, Medicare reimbursed skilled care is available only for a short period of time after a hospitalization. Custodial care is for the duration. Ask the billing office for details.