



Own Your Future

Assisted Living Check List

How Do I Select the Right Assisted Living Facility?

Assisted living communities serve seniors who require assistance with everyday activities such as meal preparation, medication management, transportation and personal care (dressing, bathing, etc.) Some assisted living facilities specialized in memory care. Adults who can no longer live alone or cared for by family member frequently turn to assisted living communities. The first step for families is to identify the needs of the person seeking assisted living and affordability of the facility. Prices will vary with the community, apartment size and types of services and level of care needed by resident. Following are suggested questions to seek when visiting a facility to see if it fits yourself and/or a loved one.

	Yes	No	Comments
Facility Environment Information			
Arriving at the community, do you like its location and outward appearance?			
Is the lobby and community décor attractive and homelike?			
Do you receive a warm greeting from staff welcoming you to the community?			
Does the executive director call residents by name and interact warmly with them as you tour the community?			
Do residents socialize with each other and appear happy and comfortable?			
Are you able to talk with residents about the community and staff?			
Do the residents seem to be appropriate housemates for you or your loved one?			
Are staff members appropriately dressed, personable and outgoing?			
Do staff members treat each other in a professional manner?			
Are the staff members that you pass during your tour friendly to you?			
Are visits with the residents welcome at any time?			
Physical Features			
Is the community well-designed for your needs?			
Is the floor plan easy to follow?			
Are doorways, hallways and room accommodating to wheelchair and walkers?			
Are elevators available for those unable to use stairways?			
Are handrails available to aid in walking?			

	Yes	No	Comments
Are cupboards and shelves easy to reach?			
Are floors of a non-skid material and carpets firm to ease walking?			
Does the community have good natural and artificial lighting?			
Is the community clean, free of odors and appropriately heated/cooled?			
Does the community have sprinklers, smoke detectors and clearly marked exits?			
Medication & Health Care			
Does the community have specific policies regarding storage of medication, assistance with medications, and record keeping? Are staff administering medication trained?			
Is self-administration of medication allowed?			
Is there a staff person to coordinate home health care visits from a nurse, physical therapist and/or occupational therapist etc. If needed?			
Does the community have a clearly stated procedure for responding to a resident's medical emergency?			
To what extent are ancillary services such as hospice or physical therapy available and how are these services provided? Ask if there is additional charge for any of these services.			
Services and Amenities			
Will the community provide a list of care services available?			
Is there a nurse on staff?			
Is staff available to provide 24-hour assistance with activities of daily living (ADLs) if needed? For example, dressing, eating, mobility, bathing, toileting, hygiene and grooming.			
What are the training requirements for staff? Is there ongoing training for staff?			
Does the community provide housekeeping services in personal living spaces?			
May residents arrange for transportation on fairly short notice?			
Are barber/beautician services offered on-site?			
Does the community provide scheduled transportation to doctor's offices, hairdresser, shopping and other activities that you are interested?			
Individual Apartment Features			
Are different sizes and types of apartments available?			
Are apartments for single and double occupancy available?			
Do residents have their own lockable doors?			
Is a 24-hour emergency response system			

	Yes	No	Comments
accessible from the apartment?			
Are bathrooms private and designed to accommodate wheelchairs and walkers?			
Are residents able to bring their own furnishings for their apartments? What is provided? What may they bring?			
Do all apartments have a telephone, cable or satellite TV and internet access? How is billing handle for these items?			
Is a kitchen area provided with a refrigerator, sink, and cooking element?			
May residents keep food in their apartments?			
May residents smoke in their apartments or in designated areas?			
May residents decorate their own apartments?			
Social & Recreational Activities			
Is there indication of organized activities, daily schedule, events in progress, reading material or visitors?			
Do residents participate in activities outside of the community?			
Are pets allowed?			
Do volunteers, including family members come into the community to help with or to conduct programs?			
Does the community create a sense of inclusion by encouraging residents to participate in activities?			
Dining Services			
Are common dining areas available?			
Do dining menus vary from day to day and meal to meal?			
Do they provide three nutritionally balanced meals a day, seven days a week?			
Are snacks available?			
May a resident request special foods or special dietary needs?			
May residents eat meals in their apartments?			
Needs Assessments, Residency Agreements, Finances			
Is a consumer disclosure form available that discloses personal care and supportive services, all fees, as well as move-in and move-out provisions? What is the policy for refunds and transfers?			
Is a residency agreement available for review before move-in?			
Is there a written plan of care for assessing resident's needs for services and are those needs addressed periodically?			
Does this periodic assessment process include the resident, family, community staff and physician?			

	Yes	No	Comments
Are there any government, private or corporate programs available to help cover the cost of services to resident? In Ohio, see if facility is part of the Assisted Living Wavier program, call Council on Aging 513-721-1025			
Are additional services available if the resident's needs change?			
Are there different costs for various levels or categories of personal care?			
Do billing, payment and credit policies seem fair and reasonable?			
Are residents required to purchase renters' insurance for personal property in their apartments?			
Is there a complaint process for dissatisfied residents?			
Are the resident bill of rights posted or available to review?			
Additional Questions			
Does the community conduct criminal background checks on employees			
Does the community train staff on elder abuse and neglect? Is there a policy for reporting suspected abuse?			
Does the community have a special wing or floor for residents with cognitive impairments? If so, is it secured?			
Does the community allow hospice to come in and care for residents?			
Does the community accept long-term care insurance?			
Does the community allow a loved one to spend the night? Is there a charge?			
Does the community accept Medicaid?			
What are the most common reasons why a resident may be asked to move out of the community?			
Is the state inspection report available for review?			
Notes			

After your visit, list the pros and cons of each facility.

Pros	Cons

Information gathered from the Assisted Living Federation of America