

GROUP HOME FACILITY STANDARDS

PART II - HEALTH AND SAFETY

Name of Facility:	Date of Survey:						
Address:	Surveyors:	_					
	YES NO NA COMMENTS						
H.1.0 Inspection/Certification							
H.1.1 The facility is inspected at least annually							
H.1.1.1 by the fire marshal or designated local official, and							
H.1.1.2 the authorized local health official.							
H.1.2 The facility is in full compliance with the following requirements prior to							
licensure:							
H.1.2.1 the local fire safety standards, and							
A.1.2.2 the health department regulations.							
H.2.0 Fire and Safety							
H.2.1 The facility does not use unvented gas and oil heaters.							
H.2.2 The facility is equipped with smoke detection and alarm devices.							
H.2.3 If the facility uses portable heaters, they are in accordance with the facility's wiring capacity.							
H.2.4 All gas-fired devices are equipped with an automatic pilot gas shut-off control.							
H.2.5 Extension cords are not extended from one room to another, and							
H.2.5.1 multiple electric outlet adapters are not used for more than two							
extensions at one time							
H.2.6 All electric wiring is fully insulated.							
H.2.7 Volatile materials are not stored in attic space,							
H.2.7.1 are not stored by water heaters,							
H.2.7.2 are stored away from clients' living area, and							
H.2.7.3 are stored in approved metal containers.							

	YES	NO	NA	COMMENTS
H.2.8 All doors with locks must be capable of being readily opened from the				
inside.				
H.2.9 At least a two and one-half (2½) pound, ABC portable fire extinguisher is				
maintained in the kitchen area, and				
H.2.9.1 tagged annually.				
H.2.10 The exits, stairways, corridors, ramps, fire escapes, or other means of				
exit are not used for storage purposes, or				
H.2.10.1 obstructed from use in case of emergency.				
H.2.11 The following equipment, if used, is properly installed, vented and maintained in good repair:				
H.2.11.1 heating and cooling units,				
H.2.11.2 washers and dryers,				
H.2.11.3 refrigeration system, and				
H.2.11.4 stoves and hoods.				
H.2.12 All doors and windows designed to open are operable.				
H.2.13 Smoking is permitted only in areas determined safe, and				
H.2.13.1 clients are not allowed to smoke in bed, unless clients are				
confined to bed and have direct supervision of staff.				
H.2.14 There is a written evacuation plan that is realistic in regard to client				
handicaps which includes:				
H.2.14.1 evacuation procedures, and				
H.2.14.2 a schematic diagram for removal of the residents.				
H.2.15 Fire drills are conducted at least monthly, and documented to include:				
H.2.15.1 time of day,				
H.2.15.2 date,				
H.2.15.3 evacuation time,				
H.2.15.4 signature of person conducting the drill, and				
H.2.15.5 a file of the drills is maintained for one year from the date of the last drill.				
H.2.16 Poisonous or toxic compounds are stored apart from food.				
H.2.17 The facility has a first aid kit that contains at least gauze, tape, tweezers, scissors, and a thermometer.				
H.2.18 Where appropriate, adequate fencing is provided,				
H.2.18.1 around swimming pools,				
H.2.18.2 against busy streets, and				
H.2.18.3 surrounding other hazardous areas.				
3.0 Facility Plant				
H.3.1 Living and Dining Area				
H.3.1.1 A minimum of 35 square feet of combined living and dining area				
is provided for each resident in the facility.				

		YES	NO	NA	COMMENTS
H.3.1.2	The living and dining area has furnishings that are adequate in number and				
H.3.′	1.2.1 are appropriate to the daily living and social activities of the home				
H.3.1.3	The furniture is maintained in a clean and,				
	1.3.1 safely repaired condition.				
H.3.2 Kitche					
H.3.2.1	The kitchen is large enough to accommodate the necessary equipment and personnel.				
H.3.2.2	The kitchen has an adequate number of utensils, supplies and equipment to serve the required number of meals for the number of residents in the home.				
H.3.2.3	Chipped, cracked, and otherwise unsafe utensils and equipment are not used.				
H.3.3 Bedro	oms		l e e e e e e e e e e e e e e e e e e e	l e	
H.3.3.1	Bedrooms are arranged so that privacy is assured for clients.				
H.3.3.2	A maximum of four (4) residents share a bedroom in which a client(s) resides.				
H.3.3.3	Single bedrooms provide at least 80 square feet of usable floor space. In bedrooms with sloped ceilings, only areas with vertical wall heights of five feet or more are included in the required usable floor area.				
H.3.3.4	Multi-occupancy rooms provide at least 60 square feet per person of usable floor space. In bedrooms with sloped ceilings, only areas with vertical wall heights of five feet or more are included in the required usable floor area.				
H.3.3.5	Sole access to bedrooms is not through the kitchen, bathroom, or other bedrooms.				
H.3.3.6	Beds are located so as to avoid drafts from windows and excessive heat from heat sources.				
H.3.3.7	An enclosed closet space adequate for each resident's belongings is provided.				
H.3.3.8	Bedroom doors do not have vision panels.				
H.3.3.9	Each resident has an individual bed with				
H.3.3	3.9.1 a clean,				
H.3.3	3.9.2 firm, comfortable mattress,				
H.3.3	3.9.3 of suitable dimensions to accommodate the person using it.				
	(Bunk beds are not used unless appropriate to the age and				
	functioning level of the clients.)				
	Each client has available				
	3.10.1 a suitable pillow,				
H.3.3	3.10.2 pillow case for each pillow,				

		YES	NO	NA	COMMENTS
H.3.3	3.10.3 sheets,				
H.3.3	3.10.4 spread, and				
	3.10.5 blanket.				
	Bedding is appropriate to the season.				
H.3.3.12	Bed linens are replaced with clean linens at least once a week (or more frequently if required).				
H.3.3.13	Bedroom furnishings include:				
H.3.3	3.13.1 an individual chest or dresser space,				
	3.13.2 mirror, and				
	3.13.3 draperies or shades.				
H.3.3.14	The clients are allowed to decorate their private quarters in an individual style.				
H.3.4 Bathro	oms				
H.3.4.1	Sole access to the bathrooms is not through the kitchen or another individual's bedroom.				
H.3.4.2	A minimum of one toilet and lavatory facility is provided for every six residents including line-in staff and family members.				
H.3.4.3	A minimum of one tub or shower facility is provided for every eight residents including live-in staff and family members.				
H.3.4.4	Bathrooms are well ventilated by natural or mechanical methods.				
H.3.4.5	Unless specifically contradicted by program needs, privacy is assured for residents when using:		l	1	
H.3.4	I.5.1 toilets,				
H.3.4	I.5.2 tubs, and/or				
H.3.4	I.5.3 showers.				
H.3.4.6	Each client is provided with a separate and appropriate place for his own toothbrush and towel.				
H.3.4.7	Toilet and bathing area fixtures approximate normal patterns found in residential construction, except where special requirements are applicable for physically handicapped clients or				
	for special program needs.				
H.3.5 Laund			l	L	
H.3.5.1	Laundry services and/or appliances for laundry are available				
	within the facility or				
H.3.5	5.1.1 accessible to client commercially.				
H.3.5.2	Laundry services are provided for those clients without the ability to obtain those services for themselves.				
H.4.0 Maintenan	ace and Storage				
	terior of the building is maintained in a manner to keep it clean,				
H.4.1.1	safe, and				
H.4.1.2	minor repairs are made as needed.				

	YES	S NO	NA	COMMENTS
H.4.2 The exterior of the building is maintained in a	a manner to keep it clean,			
H.4.2.1 safe, and				
H.4.2.2 minor repairs are made as needed.				
H.4.3 The grounds surrounding the facility are				
H.4.3.1 maintained in a safe condition, with				
H.4.3.2 all outdoor garbage, trash, and other covered containers until removed, an				
H.4.3.2.1 such containers are emptied as prevent public nuisance, health	•			
H.4.4. The facility is kept free of an unnecessary at that constitute a health hazard and/or fire ha	ccumulation of possessions			
H.4.5 The group home operator is not dependent a volunteers for basic maintenance and care.				
H.4.6 Adequate storage space is available to acco	mmodate residents' luggage			
and personal belongings. H.4.7 An area of the facility is designated as office	space where files, desk,			
telephone and other equipment are installed				
H.4.8 The facility has adequate equipment and sup	oplies for housekeeping.			
H.4.9 Bath tubs, showers and lavatories are not us purposes.	sed for janitorial storage			
H.4.10 The temperature and humidity are maintaine range, and	ed within a normal comfort			
H.4.10.1 the heating apparatus does not consresidents.	titute a burn hazard to the			
H.4.11 The grounds surrounding the facility are suff and recreational activities.	icient to allow social, physical			
H.4.12 The facility is maintained free of infestations	of insects and rodents and,			
H.4.12.1 has a pest control program provided by a private contract.	by maintenance personnel or			
H.4.13 Those facilities serving the physically handic architectural barriers in that	apped are free of			
H.4.13.1 doors, corridors and toilets accommo	odate wheelchairs,			
H.4.13.2 ramps are provided, and				
H.4.13.3 furnishings and equipment are design	ned to meet client needs.			
H.5.0 Food Service				
H.5.1 Food and beverages are				
H.5.1.1 of adequate quantity,				
H.5.1.2 of adequate variety,		+		
H.5.1.3 served at appropriate temperatures,	and.			
H.5.1.4 prepared by methods that conserve r				
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	YES	NO	NA	COMMENTS
H.5.2 Within reason, dietary practices are in keeping with religious				
requirements of the client's faith, if requested by the client or guardian.				
H.5.3 At least three meals are preapred at regualr times during each 24 hour				
period (applicable to homes in which the clients are home during the day;				
otherwise two meals are required).				
H.5.4 A take-out meal is provided if a resident is absent from the facility for				
work or other programs during the regular meal and other provisions are				
not made by or for the client.				
H.5.5 Food services are supervised by a nutritionist, or				
H.5.5.1 a dietician is consulted at least annually, and				
H.5.5.2 summaries of the consultations are retained in the facility's				
administrative records two years from the date of consultation.				
H.5.6 Menus are planned and written at least two days in advance and are				
H.5.6.1 dated, and				
H.5.6.2 menus, as served, are kept on file for a minimum of one month.				
H.5.7 Food supplies available at the facility include:		ı	1	
H.5.7.1 fresh food supplies sufficient for two days, and				
H.5.7.2 staple food supplies sufficient for five (5) days.				
H.5.8 Clients are encouraged to eat with staff members.				
H.5.9 All clients including the multiple handicapped and non-ambulatory are				
given the opportunity to eat in the dining area (except when prevented by				
health reasons or physical limitations specific to the eating process).				
H.6.0 Medication				
H.6.1 Prescription medication and/or medical treatment is given only on the				
written order of a physician.				
H.6.2 Prescription medication is		ı	<u> </u>	
H.6.2.1 kept in its original container,				
H.6.2.2 with the original dated label, to include				
H.6.2.2.1 prescription number,				
H.6.2.2.2 directions for use,				
H.6.2.2.3 physician's name,				
H.6.2.2.4 client's name, and				
H.6.2.2.5 address of the issuing pharmacy.				
H.6.3 Medication is kept in a locked enclosure.				
H.6.4 Clients are encouraged to self-administer their own medications if the				
physician deems them capable, and if specified in the Habilitation Plan.				
H.6.4.1 The staff assists the client by making the medication available,				
and				
H.6.4.2 reminding the client to take medication at the appropriate times, if				
necessary				

H.6.5 A daily record is kept of prescription and/or nonprescription medication administered (not required for clients who self-administer, if approved in the Habilitation Plan) which includes:
H.6.5.1 client's name,
H.6.5.2 date,
H.6.5.3 time,
H.6.5.4 dosage,
H.6.5.5 name of medication, and
H.6.5.6 signature of person administering.

YES	NO	NA	COMMENTS