

If you are considering a move to a personal care home or assisted living community for yourself or a loved one, be sure to visit the home and speak to the residents and staff before moving in. There are more than 600 licensed personal care homes in the Atlanta region. Quality of care, cost, services provided, and physical layout vary greatly. This checklist will help you evaluate a home or community you are considering and to know what questions to ask of the staff. By carefully reviewing the amenities, staffing and services offered, you are more likely to choose one that meets your or your loved one's needs.

	Home A		Home B
	YES	NO	YES NO
1. <b>License:</b> Is the personal care home licensed by Healthcare Facility Regulation at the Georgia Department of Community Health?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/> <input type="radio"/>
Did you see the current permit and review the inspection reports?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/> <input type="radio"/>
While searching for an appropriate home, you may come across an unlicensed facility. Unlicensed homes are operating illegally without regulatory oversight and may not adhere to the state mandated requirements.			
2. <b>Cost:</b> What are the charges for basic services? _____			
What are the additional charges, if any? _____			
Under what circumstances will money be refunded? _____			
3. <b>Admission Agreement:</b> Does the admission agreement state who is responsible for certain services (medical appointments, medication refills, etc.)?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/> <input type="radio"/>
Does it specify the fee for basic services?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/> <input type="radio"/>
Does it list additional charges for specific services?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/> <input type="radio"/>
4. <b>House Rules:</b> Are there specific house rules?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/> <input type="radio"/>
What are they? _____			
_____			
Ask the home provider to show you a copy of the Georgia Bill of Rights for Personal Care Home Residents. Do the house rules or admission agreement violate any of these rights?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/> <input type="radio"/>
5. <b>Facility:</b> What is the size of the home? _____			
What is its physical appearance? _____			
Is it clean?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/> <input type="radio"/>
Does it have unpleasant odors?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/> <input type="radio"/>
Is the atmosphere pleasant?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/> <input type="radio"/>
Do the residents appear well-groomed and happy?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/> <input type="radio"/>
Can you move a walker or wheelchair with ease?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/> <input type="radio"/>

<b>Home A</b>	<b>Home B</b>
YES NO	YES NO

6. **Furnishings:** How is the home furnished? \_\_\_\_\_

- Does it have adequate space for residents' belongings?  YES  NO  YES  NO
- Are furnishings in good condition?  YES  NO  YES  NO
- Can residents use their own furnishings if desired?  YES  NO  YES  NO

7. **Meals:** When are meal times? \_\_\_\_\_

- Are there in-between-meal snacks?  YES  NO  YES  NO
- Is a substitute offered for non-preferred food?  YES  NO  YES  NO
- Are menus posted?  YES  NO  YES  NO
- Can the home provide for special dietary needs?  YES  NO  YES  NO

8. **Activities:** What type of activities and entertainment are available inside and outside the home? \_\_\_\_\_

- Is the home involved with any outside agencies, religious centers, or school programs with children?  YES  NO  YES  NO

9. **Telephone:** Is there a telephone for residents' use?  YES  NO  YES  NO

- Are there any restrictions on its use?  YES  NO  YES  NO

10. **Visitation:** When can family or friends visit? \_\_\_\_\_

- Are there any restrictions?  YES  NO  YES  NO

11. **Transportation:** Is the home located within walking distance to shopping?  YES  NO  YES  NO

- Is the location served by public transportation?  YES  NO  YES  NO
- If not, is there other transportation available?  YES  NO  YES  NO

12. **Staff:** What are the staff skills, education, and certifications? \_\_\_\_\_

- Does the manager provide the services, or do they have additional staff?  YES  NO  YES  NO

**For a listing of personal care homes and additional information on this type of alternative living, please call empowerline at (404) 463-3333.**

*Please note that any and all information provided about services providers is intended for referral purposes only. Empowerline of the Atlanta Regional Commission does not license service providers nor guarantee the quality of service they will provide. Therefore, the staff does not endorse or recommend any provider versus another. The decision to use any service providers is the responsibility of the person needing the service or their family.*

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