

**ADULT RESIDENTIAL FACILITY
KEY INDICATOR TOOL (KIT) # 2**

Compliance areas not listed on this tool, but observed as deficient during the facility review, will be cited on the visit report.

REVIEW CATEGORY	REGULATION	COMPLIANCE INDICATOR DESCRIPTION
PHYSICAL PLANT	80010(a)	(Zero Tolerance) Licensee shall not operate beyond the conditions and limitations specified on the license, including the capacity.
	85088 (c)(4)	The licensee shall ensure that each client has clean linen in good repair, including lightweight, warm blankets and bedspreads; top and bottom bed sheets; pillow cases; mattress pads; rubber or plastic sheeting, when necessary; and bath towels, hand towels and washcloths.
	80087(e)	(Zero Tolerance) All pools and bodies of water will be appropriately secured.
	80087(g)(1)	(Zero Tolerance) Storage areas for firearms and other dangerous weapons shall be locked.
	85088(f)(1)(A)	In all facilities with a capacity of 16 or more clients, and all facilities having separate floors or separate buildings without full-time staff, there shall be a signal system which has the ability to be operated from each client's living unit.
	80088(a)	A comfortable temperature for clients shall be maintained at all times.
	80023(d)(2)	Disaster drill shall be conducted at least every 6 months. The drills shall be documented and the documentation maintained in the facility for at least one year.
	80088(e)(1)	Hot water temperature between 105 degrees F and 120 degrees F.
FOOD SERVICE	80076 (a)(1)	All food shall be selected, stored, prepared and served in a safe and healthful manner.
	85076(d)(1)	Nonperishable foods for a minimum of one week and fresh perishable foods for a minimum of two days.
	80076(a)(6)	Modified diets prescribed by a client's physician as a medical necessity shall be provided.
CARE & SUPERVISION	85065(b)	(Zero Tolerance) The licensee shall employ staff as necessary to ensure provision of care and supervision to meet client needs.
	80077.3(a)	If needed, enhanced supervision by means of fencing, egress alert devices and self-closing latches/gates may be used, but not as substitute for staff.
	85079(a)	The licensee shall ensure that planned recreational activities are provided for the clients.
RECORD REVIEW	80019(e)(1)	All staff must have a criminal record clearance or a criminal record exemption.
	80026(e)	Cash resources, personal property, and valuables of clients shall be separate and intact, and shall not be commingled with facility funds or petty cash.
	85070(a)(3)	Each client record must contain the Needs and Service Plan and any modification thereto.
	85069.3(a)	To determine ability to provide the services of a client with mental illness, each client's record must contain the client's Mental Health Intake Assessment.
	80075(i)	Staff responsible for direct care and supervision shall have current first aid.
ADMINISTRATION	80068(a)	The licensee shall complete an individual written admission agreement with each client and, if any, the client's authorized representative.
	80046(a)	(Zero Tolerance) Excluded Person - An individual can be prohibited from serving as a member of a board of directors; executive director, or officer; from being employed or allowing an individual in a licensed facility.
	80044(a)	(Zero Tolerance) Employees of CCLD shall be allowed to enter the facility to conduct inspections.
	80024(a)	Waivers and Exceptions - All licensees shall maintain continuous compliance with licensing regulations unless prior written licensing agency approval is received.
	85064(e)	The administrator shall be on the premises a sufficient number of hours necessary to adequately administer the facility in compliance with applicable law and regulation.
MEDICATION	80075 (n)(3)	All medications shall be labeled and maintained in compliance with label instructions and State and Federal law.
	80075(n)(1)	Medications shall be safe, locked and inaccessible.