

CENTRAL CARE
SAFETY AND ENVIROMENTAL CHECKLIST

Provider: Central Care

Date:

Home:

Completed By:

<u>STANDARDS</u>	<u>YES</u>	<u>NO</u>	<u>DESCRIPTION/COMMENTS</u>
*2.1 The agency provides a clean and safe environment.			
*2.1.a (1) & (2) All buildings and residential sites have annual fire and health inspections.			
2.2.a.(1) Rest rooms are clean and adequately stocked with soap, toilet paper, etc.			
2.2. b. Buildings have comfortable lighting, ventilation and temperature.			
2.2.c(1)/(a&b)/(2) There is a minimum of one fire extinguisher (minimum of 10lbs.) for every 900 square feet, one on each floor and one in the kitchen with a full gauge or annual inspection.			
2.2. D. Operable smoke detectors are in place. (If applicable: Batteries are changed every 6 months.)			
2.2.e. An alarm system is in working order and fire is an emergency notification procedure. Doorbell is in good working order.			
2.2.f. Emergency lighting is in working order.			
2.3 & 2.7c. There are no barriers to handicapped individuals.			
2.4 & 2.7.a.& h. The building comfortably houses consumers and staff. The number of consumers in group residences ensures individuals' safety and programmatic needs (i.e., no pass through to major living areas, doors of privacy...)			
2.5.a & b. Each site has furnishings, which are clean, in good repair and appropriate to consumer age and disability.			
2.7.b Small group homes are located in an area populated by non-handicapped individuals.			
2.7.e Consumers have access to a telephone.			
2.7.f There is space for informal use.			
2.7.g The grounds are comparable to neighborhood homes.			
2.7.i. There is documentation that staff conduct at least semi-annual surveys of residential sites to assess for cleanliness; fire safety, etc.			

2.11 Emergency procedures are communicated and available at each facility.			
2.12 Emergency phone numbers are posted near phones.			
*2.13 Evacuation routes are identified and posted at suitable locations.			
*2.14 Fire and severe weather drills are held at least quarterly at each program.			
*2.15 One on-duty staff member is certified in basic first aid and CPR.			
2.18 The agency had a stocked, readily accessible first aid kit that is inspected quarterly.			
Heat/Air Filters changed each month.			
*9.16.d.(1) All medications are properly labeled;			
*(2) drugs for external use are stored separately from internal drugs;			
*(3) Medications are stored under lock and key;			
*(4) Outdated drugs are not stocked;			
*(5) Medications are stored under lock and key.			
*(6) Drug or poison antidote chart and the telephone number of the regional poison control center are posted.			
*9.16.e. When prescribed meds are brought in by consumers, these meds are: *(1) Locked when not being administered and :			
*(2) Currently dated within the past 12 month and			
*(3) Properly labeled (name of med, dosage prescribed, expiration date, names of consumer and prescriber.)			
*(4) Maintained separately from agency stock meds;			
*9.8.c. Only licensed medical personnel can directly administer medications;			
15.15 Documentation of communication between staff working different shifts such as a shift log.			
AED is operational with valid expiration dates on electrodes and batteries.			
Water temperature is checked at all sinks & tubs. Temperature range is between 110 – 120 degrees. Temperatures greater 120 degrees reported to team leader immediately.			Record temperatures:

Additional Comments: