

# ADULT FOSTER CARE HOME TOUR CHECKLIST

*This tool can be used while touring AFC homes to ensure the home is able to meet the prospective resident's needs. Answering "No" to any question does not mean a facility is in violation of AFC administrative licensing rules. However, it may mean the home is unable to meet the prospective resident's needs and/or preferences.*

Facility Information	
Name of AFC Home:	
Address:	
Phone Number:	
Date of Visit:	

Basic Questions	Yes	No	Comments
Does the home offer the level of care I need?			
Is care offered around the clock?			
Is a space available?			
Are there specialized services available?			
Can I afford it?			
Is it close enough for my family to visit?			
Did I review the home's visitor policy?			
Is the home licensed?			
Is the home located in a town I'm comfortable with?			
Do I like the outward appearance of the home?			
If the owner's family members are living in the home, is that ok with me?			

LARA-BCHS-AFC Division

[Adult Foster Care/ Homes for the Aged \(michigan.gov\)](http://michigan.gov)

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Did I review the home's Program Statement?			
Did I review the home's Admission and Discharge Policy?			
<b>Resident Appearances</b>	Yes	No	Comments
Do the residents seem happy and comfortable?			
Do the residents appear to be appropriate housemates for me?			

<b>Living Spaces</b>	Yes	No	Comments
Are the living spaces up to my standard of clean?			
Is the temperature comfortable for me?			
Is the lighting comfortable for me?			
Are the noise levels comfortable for me?			
Are the living spaces furnished to my liking?			
Is the floor plan easy for me to follow?			
Are the bathrooms clean and sanitary to my liking?			
Is there access to a television?			
<b>Resident Rooms</b>	Yes	No	Comments
Are my personal belongings and furniture allowed?			
Are the bedroom furnishings provided by the home sufficient for me?			
Is the storage space in bedrooms secure?			

Can I decorate my own room?			
Can I keep food in my room?			
Can I have a private room?			
Do I have choices for roommates?			
Did I review the home's policies and procedures on protecting my possessions?			

<b>Hallways, Stairs, Lounges, and Bathrooms</b>	<b>Yes</b>	<b>No</b>	<b>Comments</b>
Are there quiet areas for visits with family and friends?			
Did I observe smoke detection systems in the home?			
Are there areas designed for wheelchair use if I need it?			

<b>Menus and Food</b>	<b>Yes</b>	<b>No</b>	<b>Comments</b>
Is the dining room clean and attractive enough for my liking?			
Are there choices for food items at each meal?			
Can my special dietary needs be met?			
Are there nutritious snacks available upon request?			
Are staff members able to help me eat and drink at mealtimes if I need assistance?			
Can I eat in my bedroom if I choose to?			

How often do menus rotate?			
Can meals be provided at a time I would like or are there set times for meals?			

<b>Activities</b>	<b>Yes</b>	<b>No</b>	<b>Comments</b>
Do I like the activities offered in the home?			
Do staff members arrange opportunities for resident activities outside of home? If so, what types of activities?			
Do residents have a role in planning activities?			
Are there outdoor areas available for resident use?			
Do residents socialize?			

<b>Staff</b>	<b>Yes</b>	<b>No</b>	<b>Comments</b>
Does the relationship between staff members and the residents appear warm, polite, and respectful?			
Are staff members dressed appropriately, to my liking?			
Do staff members treat others professionally, to my liking?			
Do staff members wear nametags?			
Did I observe staff members refer to residents by name?			
Did I ask about staff training requirements?			

Will staff members administer my medications if I need them to?			
Will staff members assist in scheduling my medical appointments if I need them to?			
Has there been any turnover in staff in the past year?			

<b>Safety and Additional Care</b>	<b>Yes</b>	<b>No</b>	<b>Comments</b>
Did I review the home's emergency evacuation plan?			
Did I ask if regular fire drills were completed?			
Did I review the home's transportation policy?			
Were there any substantiated complaints against the home found on the Statewide Search for Adult Foster Care/Homes for the Aged Facilities?  <b><u><a href="#">Statewide Search For Adult Foster Care / Homes for the Aged Facilities</a></u></b>			
Would the home allow hospice and other outside medical agencies to come in and provide me care if I needed it?			
Did I review the home's laundry policy?			