



Personal Care Home Checklist



georgiahealthinfo.gov
 Know before you go. The Facts of Georgia's Health Care.

Finding a personal care home can be quite a challenge. You can use this checklist to help you keep track of the information that you gather during your visits to the personal care homes. Remember to ask a lot of questions.

What to Look for When You Visit The Personal Care Home	Yes	No	Comments
Does the facility offer the needed services?			
Is the facility in the right location for me and my family?			
Does the facility's layout meet my physical needs ?			
What are the room accommodations? Will I have to share a room?			
Is the facility affordable?			
Would I be happy with the location, size and overall atmosphere in the home?			
Do the meals meet my needs?			
What does the facility expect from my family?			
How will the facility oversee my medications?			
Does the facility's activity program meet my social needs?			
Do I have interests in common with others in the facility?			
Have I talked with the administrator?			
Have I talked with the staff?			
Does the staff seem knowledgeable? Caring?			

The Personal Care Home	Yes	No	Comments
Have I talked with the residents or family members?			
Is the Admissions Agreement straightforward; clear?			
What is the facility's policies related to services, discharge and refunds?			
Is the facility receptive to my questions and/or criticisms?			
Do they readily share information about how to file a complaint?			
Did I get information about services, costs and facility rules in writing?			
Do I know my rights and how to enforce them?			
Is the personal care home licensed?			
Have I seen a copy of the license in the facility?			
Does the facility have violations of regulations?			
Do they have a plan to correct violations?			
Are the state inspection reports easy to locate and accessible to residents and their families?			
Have I asked enough questions? And am I satisfied with the answers?			

Remember to:

- Make an unannounced visit to the facilities you are interested in
- Ask to see the licensing or certification inspection reports
- Ask about the costs of the services to include baseline fees and any additional charges
- Call your Long-Term Care Ombudsman program to ask about any complaints against the facility you are interested in at (888) 454-5826

You can use the “Search For Care” application on the georgiahealthinfo.gov Web site to find a Personal Care Home in your area.