Department of Health & Welfare	Version Date: 12/10	
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Residential Care/Assisted Living Checklist		
	Checklist #11	
Functional Area: Mental Health Contract Beds	Yes = In Compliance	
	No = Further Action	

Objective: Ensure facilities who agree to take short-term residents designated by the mental health program of the Department receive strong support and supervision.

Specific Criteria		Yes	No	
Requi	rements: IDAPA 16.03.22.340			
1.	Are you fully licensed? {IDAPA 16.03.22.340.01}			
2.	Does your staffing plan include at least 1 staff member who is up			
	and awake at night to assure the safety of all residents?			
	{IDAPA 16.03.22.340.01}			
3.	3			
responsibilities of both parties? Does the contract contain				
information listing the names and telephone numbers of individuals				
	who may be contacted if questions arise regarding the residents'			
	care?			
	{IDAPA 16.03.22.340.02}			
4.	Do you have the results of a Department assessment on file, which			
clearly assures that the residents are not a danger to themselves or				
	others? {IDAPA 16.03.22.340.03}			
5.	Time of personner record on appropriate continuous and training in			
	providing care for residents with mental illness, as outlined on the			
	Checklist for Staff Training? {IDAPA 16.03.22.340.04}			
Record Keeping or Documentation: IDAPA 16.03.22.710.07, 711.05				
1.	Do you have the written contract with the Department on file in the			
	resident's record?			
	{IDAPA16.03.22.715.01}			
2.	Do you have the results of the Department assessment, which clearly			
assures that the resident is not a danger to them self or others, in the				
	resident's care record? {IDAPA16.03.22.715.02}			

The check lists can be used as a quality improvement tool and are offered as a helpful guide.

They do not take the place of the rule requirements.

It is highly recommended that the check lists be used in conjunction with the rules themselves.