

The administrator at Friends and Family created her forms to assist with managing the day-to-day operations of the facility. She wanted to know what needed attention or maintenance in the building. The kitchen inspection form helps her keep the kitchen in appropriate condition.

# Friends and Family Living Center

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## Facility Inspection

### **Outside Facility:**

- Lights \_\_\_\_\_
- Sidewalks \_\_\_\_\_
- Grass \_\_\_\_\_
- Flower beds \_\_\_\_\_
- Building Paint \_\_\_\_\_
- Windows \_\_\_\_\_
- Parking Lot \_\_\_\_\_
- Fences \_\_\_\_\_
- Signs \_\_\_\_\_

### **Indoors:**

- Front Door \_\_\_\_\_
- Back Doors \_\_\_\_\_
- Lighting \_\_\_\_\_
- Walls \_\_\_\_\_
- Floors \_\_\_\_\_
  
- Seating Area \_\_\_\_\_
- Carpet \_\_\_\_\_
- Chairs \_\_\_\_\_
- TV \_\_\_\_\_
  
- Dining area \_\_\_\_\_
- Table \_\_\_\_\_
- Chairs \_\_\_\_\_
- Resident Phone \_\_\_\_\_
- Floor \_\_\_\_\_

# Friends and Family Living Center

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Kitchen area	_____
Counters	_____
Stove	_____
Oven	_____
Microwave	_____
Refrigerator	_____
Freezer	_____
Fan	_____
Garbage Disposal	_____
Sinks	_____
Faucet	_____
Cupboards	_____
Floor	_____
Lights	_____
Electrical Room	_____
Storage Room	_____
Shelves	_____
Rooms	_____
Doors	_____
Beds	_____
Dressers	_____
Night Stands	_____
Lights	_____
Floor	_____
Closet	_____
Call System	_____

# Friends and Family Living Center

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Bathrooms \_\_\_\_\_  
Toilets \_\_\_\_\_  
Shower \_\_\_\_\_  
Sinks \_\_\_\_\_  
Walls \_\_\_\_\_  
Floors \_\_\_\_\_

**Date of Inspection:** \_\_\_\_\_

**Person Inspecting:** \_\_\_\_\_

**Administrator:** \_\_\_\_\_ **Date:** \_\_\_\_\_