

OK To Use

 AUDIT NAME  
 2022 SUD Residential Facility

 PASSING %  
 100

 Consumer linked to this audit

 Staff Audit

**SECTIONS**

## Section

## NUMBERTITLE

1 SUD Facility Review Standards

**SECTION QUESTIONS**

## Questions

1	1a. Building is handicap accessible with ramp and wheelchair access	Yes/Partial/No	N/A
2	1b. Handrails and grab bars are in good working order	Yes/Partial/No	N/A
3	2a. From the outside, home appears to be in good repair and well maintained (no obvious maintenance, safety issues)	Yes/Partial/No	N/A
4	2b. Decks and Ramps (need safety rails)	Yes/Partial/No	N/A
5	3. Grounds & Premises appear well maintained and free of obvious hazards, litter, refuse, etc.	Yes/Partial/No	N/A
6	4a. Proper food storage-in sanitary environment (food and non-food items stored separately).	Yes/Partial/No	N/A
7	4b. Clean work surfaces, utensils and equipment	Yes/Partial/No	N/A
8	4c. Clean Bathrooms	Yes/Partial/No	N/A
9	5. Clothes dryer exhaust duct is metal material	Yes/Partial/No	N/A
10	6. If smoking is permitted, an outside area is designated	Yes/Partial/No	N/A
11	7. There is a fire-safe container available for used cigarettes	Yes/Partial/No	N/A
12	8a. Does the Program have transportation available to transport individuals receiving services	Yes/Partial/No	N/A
13	8b. Provider has vehicle maintenance records?	Yes/Partial/No	N/A

**SECTION QUESTIONS**

## Questions

## NUMBERTITLE

2 SUD Health and Safety Review

**SECTION QUESTIONS**

Questions			
1	1a. Freezer < 0 degrees	Yes/Partial/No	N/A
2	1b. Refrigerator: < 40 degrees	Yes/Partial/No	N/A
3	2. Emergency numbers	Yes/Partial/No	N/A
4	3. Poison Control number is clearly posted (800-222-1222)	Yes/Partial/No	N/A
5	4. First aid kits are complete and readily accessible	Yes/Partial/No	N/A
6	5. MSDS Guidelines are available (either paper form or online)	Yes/Partial/No	N/A

**SECTION QUESTIONS**

Questions

NUMBERTITLE  
3 SUD Emergency Procedures

SECTION QUESTIONS			
Questions			
1	1. There is documentation in the home that the fire alarm system is inspected each year by a licensed electrician or fire inspector as required	Yes/Partial/No	N/A
2	2a. If system has emergency lighting, tests are conducted routinely and documented	Yes/Partial/No	N/A
3	2b. Carbon Monoxide: Installed and tested and Documentation is present.	Yes/Partial/No	N/A
4	2c. Smoke Detectors: Installed and tested and Documentation is present.	Yes/Partial/No	N/A
5	2d. Fire extinguishers are monitored and serviced as needed (minimally annually), not expired and documentation is present	Yes/Partial/No	N/A
6	3. Fire exits and hallways are free of obstructions and clear for evacuation	Yes/Partial/No	N/A
7	4. Fire drills are conducted and documented	Yes/Partial/No	N/A
8	5. Emergency evacuation maps/ routes are displayed in prominent locations.	Yes/Partial/No	N/A
9	6. Annual tornado drill is conducted and documented during season (Apr-Oct)	Yes/Partial/No	N/A
10	7. There is designated tornado area	Yes/Partial/No	N/A

**SECTION QUESTIONS**

Questions

NUMBERTITLE  
4 SUD Medication Review

**SECTION QUESTIONS**

Questions			
1	1. There is a procedure for controlled substance counts	Yes/Partial/No	N/A
2	2. There is a procedure for medication disposal	Yes/Partial/No	N/A
3	3. Refrigerated and non-refrigerated medications are properly stored, locked and monitored	Yes/Partial/No	N/A
4	4. All medications either prescribed or over the counter are not expired	Yes/Partial/No	N/A
5	5. Medication Incident Reports and follow-up is effective per staff?	Yes/Partial/No	N/A
6	6. Medication administrations are properly documented--staff initials for every med administration for the period reviewed	Yes/Partial/No	N/A
7	7. The reason the PRN was given is documented	Yes/Partial/No	N/A
8	8. The results of using the PRN medications are clearly documented on the Medication Administration Record (MAR)	Yes/Partial/No	N/A

**SECTION QUESTIONS**

Questions

NUMBERTITLE

5 SUD Recipient Rights Quality Review

SECTION QUESTIONS			
Questions			
1	1. Were rights information provided to consumers?	Yes/Partial/No	N/A
2	2. Did the rights information provide the correct information for contacting the appropriate Rights Office?	Yes/Partial/No	N/A
3	3. Are posters providing contact information for the Rights Office conspicuously posted and visible to consumers and staff? (not applicable to SIP sites)	Yes/Partial/No	N/A
4	4. Did the posters provide the correct information for contacting the appropriate Rights Office? (addresses and telephone numbers)	Yes/Partial/No	N/A
5	5. The most current version of the Abuse and Neglect Reporting Posters are posted where staff can see them.	Yes/Partial/No	N/A
6	6. Were complaint forms readily available?	Yes/Partial/No	N/A
7	7. Were recipients aware of how to file a complaint?	Yes/Partial/No	N/A

8	8. Were staff aware of how to file a complaint?	Yes/Partial/No	N/A
9	9. Copies of Chapter 7 and 7a available, or accessible on internet	Yes/Partial/No	N/A
10	10. A list of items not allowed to be brought into the facility (contraband) is posted. This list is visible to consumers and visitors	Yes/Partial/No	N/A
11	11. Were records and other confidential information secured and not open for public inspection?	Yes/Partial/No	N/A
12	12. Incident Report Forms	Yes/Partial/No	N/A
13	13. Summary of the Whistleblowers Act	Yes/Partial/No	N/A

**SECTION QUESTIONS**

Questions

NUMBERTITLE  
6 SUD Policies and Procedures

SECTION QUESTIONS			
Questions			
1	1. Bio-Terrorism Plan	Yes/Partial/No	N/A
2	2. Bomb Threat	Yes/Partial/No	N/A
3	3. Chemical/Biological Threat	Yes/Partial/No	N/A
4	4. Driving Accident and Emergencies	Yes/Partial/No	N/A
5	5. Fire / Life Safety	Yes/Partial/No	N/A
6	6. Testing and Maintenance policy for Carbon Monoxide Detector	Yes/Partial/No	N/A
7	7. Testing and Maintenance policy for Smoke Detector	Yes/Partial/No	N/A
8	8. Flood	Yes/Partial/No	N/A
9	9. Medical Emergency / Death	Yes/Partial/No	N/A
10	10. Power Shortage	Yes/Partial/No	N/A
11	11. Water Shortage	Yes/Partial/No	N/A
12	12. Severe Weather	Yes/Partial/No	N/A

**SECTION QUESTIONS**

Questions

**SECTIONS**

Section