

# NURSING HOME CHECKLIST

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# About this checklist

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We understand that choosing a nursing home is one of life's most stressful decisions and we know that when you or a loved one starts to look for a home, it can be completely overwhelming and you may forget everything you are told when you go to look around.

This checklist aims to make the process of choosing a nursing home much easier and as stress free as possible. Whether you take this checklist with you whilst looking around a nursing home, use it at home whilst researching online or when talking to a member of staff over the phone, it will enable you to find out the important things about the nursing home to compare with other homes. We hope this will help you in the decision making for you or a loved one.

**Name of Nursing Home:**

.....

**Address:**

.....

**Home Manager Name**

.....

**Phone Number:**

.....

**Date of Visit:**

.....

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## FIRST IMPRESSIONS

- Does the exterior look tidy and well maintained?
- Is Reception easy to find?
- Was Reception manned?
- Does the Home smell nice?

yes / no

<input type="checkbox"/>	<input type="checkbox"/>

## THE STAFF

- Are the staff happy to see you?
- Did anyone say hello to you?
- Did anyone ask if you need help?
- Were you able to easily find out who the Nurse on duty was?
- Is there a Nurse on duty at all times?
- Is it easy to find someone for assistance?

yes / no

<input type="checkbox"/>	<input type="checkbox"/>

### What is the staff to resident ratio:

In the daytime?

.....  
At night-time?

.....  
On the weekends?

.....  
How do staff keep a record of incidents involving residents?

.....  
How often are residents checked on?

.....  
How do staff keep in touch with the residents' Next of Kin?

## NEEDS OF THE RESIDENT

- Will the Home assess the needs of the resident prior to their arrival?
- Do residents have their own tailored care plan?
- How often is the care plan reviewed?
- Do other residents have similar needs to you or your loved one?
- Does the Home communicate with a specific GP for residents to use?
- Will the Home organise transport for hospital appointments?
- Will the Home contact the Next of Kin when the resident falls ill?
- What happens when the needs of the resident changes?

yes / no

<input type="checkbox"/>	<input type="checkbox"/>

## ACTIVITIES

- Was there anything happening in communal areas?  
Are staff socialising with residents?  
Is there an activity schedule? Can you see it?  
Is there an Activity Coordinator?  
What type of weekly activities are there?
- 

yes / no

<input type="checkbox"/>	<input type="checkbox"/>

- Does the Home organise day-trips anywhere?  
Does the Home celebrate residents' birthdays and other special occasions?  
Is there a newspaper delivery?  
Is there a television? Are there books, CDs and board games for residents to enjoy?  
Are there shared computers with internet access?  
Is there a shared telephone?  
Does everyone have access to Wi-Fi?

<input type="checkbox"/>	<input type="checkbox"/>

## VISITORS

- Can family and friends visit whenever they like?  
If not, when are visiting hours?
- 

yes / no

<input type="checkbox"/>	<input type="checkbox"/>
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- Can residents' leave the Home for a daytrip with family and friends?  
Can pets visit the Home?  
Are young children welcome?  
Can visitors eat with residents?  
Where do residents spend time with visitors?
- 

<input type="checkbox"/>	<input type="checkbox"/>

## EVERYDAY LIFE

- Can residents decide when they get up?  
Can residents go to bed when they please?  
Are residents free to roam the home if they want?  
What happens with residents' laundry?
- 

yes / no

<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>

- Can residents choose what they want to wear?  
Does the Home cater for residents' religious/cultural beliefs?  
Are there any in-house services e.g. hairdressers, physiotherapist?

<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>

## BEDROOMS

yes / no

Is there a call bell in each bedroom?

 

How quickly will a staff member attend once the call bell has been sounded?

.....

Can residents have their own key?

 

Can visitors go to residents' bedrooms?

 

Can residents bring their own furniture?

 

Can residents bring their own bedding, ornaments and other items?

 

Is there a TV in the room?

 

Can residents have food and drink in their room?

 

Is there a safe in the bedroom?

 

How often are bedrooms cleaned?

.....

Who will enter the bedroom every day?

.....

How often is bedding changed?

.....

## BATHROOMS

yes / no

Are bedrooms en-suite?

 

If not, how many residents share a bathroom?

.....

How many shared bathrooms are there around the Home?

.....

Where are the shared bathrooms located?

.....

Are the shared bathrooms easily accessible?

 

Can residents choose when they want to have a bath/shower?

 

Are residents helped to the bathroom whenever they need?

 

How clean are the bathrooms?

.....

How often are bathrooms cleaned?

.....

## DINING

**When is:**

Breakfast?

.....

Lunch?

.....

Dinner?

.....

How do residents make their menu choices?

.....

How many choices are on the menu?

.....

Where do residents eat?

.....

Can residents have snacks throughout the day?

Can residents eat in their room or outside?

How often does the menu change?

Will the Home cater for residents' dietary requirements?

yes / no

    

## LOUNGING

Does the lounge have a suitable lay out to allow residents to socialise?

Are there enough chairs for everyone?

How many lounge areas are there?

.....

yes / no

  

## GARDENS

Is there a communal garden for residents?

If so, is it well maintained?

Can residents explore the gardens as they please?

Is there suitable seating areas?

yes / no

    

## QUERIES AND COMPLAINTS

If residents or loved ones have any queries, is there someone available 24/7?

How quickly will the Home Manager or Nurse Manager get back to you?

What is the complaints procedure?

.....

yes / no

