

OBSERVATION/INTERVIEW FORM FOR PROVIDER OPERATED/CONTROLLED SERVICES

Residential or Day Program Setting/Address:	Reviewer Name:
Core sample individual name/#:	

Date and time (start and finish) of observations/interviews:

Describe setting, location and who was present during observations:

Cleanliness environmental concerns noted (obstructions to exists, are smoke detectors working, are safe practices observed, is the environment safe, clean, and adapted to individual needs, is protective equipment available on site [fire extinguishers, equipment guards, etc?]):

Summary of comments/recommendations for action based on completion of form:

(Note facility and staff strengths and suggested follow-up items)

BASED ON OBSERVATIONS – THE FOLLOWING IS PRESENT (404 NAC 6)	YES/NO/NA – NOTES FROM OBSERVATIONS
Residential services are provided to three (3) or fewer individuals. (Unless licensed as a CDD)	See provider bulletin 17-08 dated 5-4-17 terminating alternative compliance requirements for this NAC 404 regulation.
The residence is in a community integrated setting. (CMS final rule for providers who are first certified after 3-17-14; will apply to all providers after 3-17-22)	
Privacy is provided for the individuals when they request or show the desire and staff assures privacy during personal care activities.	
Client Activity follows a normal pattern of life. People get up, dress, stay in day time clothing, until their regularly scheduled bathing time.	
Individuals have personal possessions and enough personal clothing. <ul style="list-style-type: none"> • How are individuals dressed? • Are they neat and clean clothing? 	
Individuals observed being taught personal hygiene skills and other skills promoting self-help & independence.	
Throughout the observations, there is enough staff to promote independence and create a learning environment. <ul style="list-style-type: none"> • How many staff are present? • How many individuals? 	
When the opportunity presents itself, staff encourages and teaches individual rights.	
Overall, interactions between individuals and staff are genuine, respectful and sincere. <ul style="list-style-type: none"> • Does staff talk with folks? • Is the tone friendly? 	

BASED ON OBSERVATIONS – THE FOLLOWING IS PRESENT (404 NAC 6)	YES/NO/NA – NOTES FROM OBSERVATIONS
Habilitation is observed throughout visit. <ul style="list-style-type: none"> • What activities are taking place? • Are they active or passive? • What materials/supplies are in use? • Is the environment supportive of learning? (e.g. noise, odors, equip.) 	
Staff provides individuals with many opportunities to have choices and participate actively in their day.	
During the observation, individuals are working on skills and programs that are verified in the individual records.	
Interventions to manage inappropriate behaviors are not for staff convenience & individuals are supported in finding other appropriate options to the behavior.	
Individuals are actively encouraged by staff to learn new skills and programs. (Can staff explain the purpose of the activities?)	
From observations only, all individuals appear healthy and have no obvious health needs.	
From observations only, adaptive equipment appears to be in good condition and properly maintained.	
Individuals are being taught how to use specific specialized equipment and assistive devices (i.e. hearing aids, dentures, wheelchairs, etc.)	

BASED ON OBSERVATIONS – THE FOLLOWING IS PRESENT (404 NAC 4 & NAC 6)	YES/NO – NOTES FROM INTERVIEWS
Services are flexible and person centered.	
Services promote the freedom for an individual to live a meaningful life and participate as a member of the community.	
The facility promotes communication with family members and encourages their participation in IPP meetings.	
The facility promotes social activities in the community reflecting the preferences of the individuals living there.	
Individuals are encouraged to express a choice of personal belongings, decorations, & clothing.	
Family is notified promptly of incidents/injuries.	
The use of restraints is prohibited. Individuals report that they are free from restraints.	
Individuals communicated that they (individuals) were free from abuse and neglect. They do not appear fearful of staff or housemates.	