**Facility Wide Resource Assessment Implementation Checklist
Purpose:** Determine the resources needed to care for residents’ competently during both day-to-day operations and emergencies.

Facility Wide Resource Assessment

Implementation Checklist

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**Directions:** Use the checklist to ensure that you have considered the required areas in your facility assessment.

| COMMUNITY DEMOGRAPHICS | FACILITY RESOURCES |  |
| --- | --- | --- |
| NEED/RISK AREAS | Notes | Description of Facility resources | Notes |
| **Number of Residents*** Average daily census
* Facility characteristics report
 |  | **Operating Budget:** |  |
| **Census Capacity*** Licensed bed capacity
* Capacity with self-imposed restrictions
 |  | **Contracts, Memos of Understanding, Other Third Party Agreements for Services or Equipment****Normal Operations*** Vehicle fuel and maintenance
* Medical supplies
* Lab
* Portable diagnostics
* Telephone/communications
* Non-medical supplies
* Food/nutrition supplies

(Identify group purchasing organization if indicated) |  |
| **Diseases and Conditions*** Diagnosis report for 1 year

**Physical Disabilities*** CMS 672

**Cognitive Disabilities*** BIMS scores

**Overall Acuity*** Average non-Medicare RUG distribution

**Specialty care units*** Memory Care
* Short stay
* Specialty \_\_\_\_\_\_\_\_\_\_
* Specialty \_\_\_\_\_\_\_\_\_\_

**Other Pertinent Facts** |  | EQUIPMENT**Medical*** Lifts
* Tubs
* VS equipment
* Bladder scanners
* Oxygen concentrators
* Wheelchairs
* Walkers, canes
* Med carts
* Therapy equipment

**Non-Medical*** Room furniture
* Common area furniture
* Snack areas – refrigerators, microwaves
* Kitchen equipment
* Steam tables

Physical Environment PHYSICAL PLANT**Equipment*** Furnace, air conditioning,
* Water, emergency generator

**Services*** Internal Preventive maintenance
* Contracted Preventive maintenance

**Other Physical Plant Considerations****Buildings** * Location, description, and use

**Physical Structures*** Location, description, and use

**Vehicles** □ Description and use**SERVICES PROVIDED BY CONTRACT*** Therapy
* Pharmacy
* Specific rehab therapies
* Mental health services
* Hospice
* Dietician
* Podiatry
* Dental
* Translation

HEALTH INFORMATION TECHNOLOGY RESOURCES **Manage Patient Records*** Server location and storage contract
* Internet provider
* E.H.R. service contract
* Offline access to records
* Print records

**Sharing Info**Electronically share info with other organizations |  |

| FACILITY PERSONNEL AND NURSING SERVICES | FACILITY RESOURCES |  |
| --- | --- | --- |
| Areas to consider for competencies  | Description of Facility resources |  |
| * Abuse prevention
* Dementia Management
* Infection Control
* Residents Rights
* Person-Centered Care
* Communication
* Basic Restorative Services
* Skin and Wound Care
* Pain management
* Cultural Competency
* Behaviors
* ID/MI
* Other
* Other

**Clinical Skills to consider*** Nursing Assessment
* VS
* Weight
* Blood sugar
* O2 sat
* Suctioning
* Dressing Change
* Transmission Precautions
* IVs
* Phlebotomy
* Transfers
* Mechanical lift
* 2 person transfer
* Feeding
* Dressing
* Grooming
* Restorative
* ROM
* Mobility
* Equipment use
* Wound vac
* Specialty mattress
* Bladder scan
* Skills for specialty care unit(s) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
* Identification of change in resident status
* Report change in resident status
* Assess resident for change in status
* Reference check prior to employment
* What is covered in orientation?
* Routine skills checks
* Staff education for new skills
 | Competency = measurable pattern of knowledge, skills, abilities, behaviors and characteristics needed to perform the role or occupational function. This is not dependent solely upon qualifications or licensure. Examples include: lecture with return demonstration for physical tasks or activities, the ability to use tools, devices and equipment, an evaluation of adverse events to identify competency gaps and demonstrated ability to perform job functions.  | **Staff*** Corporate employees
* Department Directors/Managers
* Employees – budgeted number, job title, function

Contract – budgeted number, job title, function |  |
| **Ethnic, Cultural, or Religious Factors Potentially Affecting Care** |
| Examples: language, dietary restrictions and rules, modesty, eye contact, family involvement, daily routines, religious practices, etc |  |
| **Facility-Based and Community-Based Risk Assessment Utilizing All-Hazards Approach**  |
| * Hazard-based Risk Assessment
* Emergency Preparedness Plan
 | **Emergency Operations – refer to Emergency Preparedness Plan*** Emergency water
* Emergency food
* Transfer agreement
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