OFFICE OF RECIPIENT RIGHTS

 SITE VISIT MONITORING FORM (CMH SERVICE SITES)

SERVICE SITE: Click or tap here to enter text. PROVIDER: Click or tap here to enter text.

DATE OF VISIT: Click or tap here to enter text. ASSESSOR: Melissa Prusi

TYPE: Group Home: [ ] MI [ ]  DD \_\_\_\_\_ Number of Residents │ Day Program: [ ]  MI [ ]  DD │ Workshop: [ ]  MI [ ]  DD

[ ] ACT Program │ [ ]  Outpatient │ [ ]  Clubhouse/Drop-in Center │ [ ]  Other: Click or tap here to enter text.

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| --- | --- | --- | --- |
| YES | NO | STANDARD | COMMENTS |
|[ ] [ ]  Were rights books provided to consumers and readily available for review? | Click or tap here to enter text. |
|[ ] [ ]  Did the rights books provide the correct information for contacting the appropriate Rights Office? | List the CMHs and name(s) of Rights Staff observed on the books.BABHA |
|[ ] [ ]  Are posters providing contact information for the Rights Office conspicuously posted and visible to consumers and staff? (not applicable to SIP sites) | Click or tap here to enter text. |
|[ ] [ ]  Did the posters provide the correct information for contacting the appropriate Rights Office? | List the CMHs and name(s) of Rights Staff observed on the posters.BABHA |
|[ ] [ ]  The most current version of the Abuse and Neglect Reporting Posters are posted where staff can see them. | Click or tap here to enter text. |
|[ ] [ ]  Were complaint forms readily available? | Click or tap here to enter text. |
|[ ] [ ]  Were recipients aware of how to file a complaint? | Click or tap here to enter text. |
|[ ] [ ]  Were staff aware of how to file a complaint? | Click or tap here to enter text. |
|[ ] [ ]  Were copies of Chapter 7 and 7A available? | Click or tap here to enter text. |
|[ ] [ ]  Were any exclusions to items able to be brought into the site (contraband) posted and visible to consumers and visitors? | Click or tap here to enter text. |
|[ ] [ ]  Were records and other confidential information secured and not open for public inspection? | Click or tap here to enter text. |
|[ ] [ ]  Were any health or safety concerns identified during the visit? | Click or tap here to enter text. |
|[ ] [ ]  Were appropriate accommodations made for persons with physical disabilities? | Click or tap here to enter text. |
|[ ] [ ]  Documentation that staff received RR training within 30 days of hire was reviewed? | Click or tap here to enter text. |

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| Observations:Click or tap here to enter text. |

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| Deficiencies Notes and Required Action:RR Policies missing as required by page 33 (Exhibit B) of contract:Abuse & NeglectConfidentialityReporting and Investigation of Adverse EventsChange in Type of TreatmentCommunication, Mail, Telephone, VisitsComprehensive ExaminationConsent for TreatmentDignity & RespectEmergeny Physical InterventionFingerprinting, Photographing, Videotaping, Audiotaping, Use of 1-Way GlassFreedom of MovementHuman SexualityMedication AdministrationPersonal Property & FundsPersonal SearchPsychotropic MedicationsReporting & Investigation of Adverse EventsRestraintSeclusionRight to Access Entertainment Material, News Services Suited to ConditionSterilization/Abortion/ContraceptionTraining QualificationTreatment By Spiritual Means |