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 & Neglect  Confidentiality  Reporting and Investigation of Adverse Events  Change in Type of Treatment  Communication, Mail, Telephone, Visits  Comprehensive Examination  Consent for Treatment  Dignity & Respect  Emergeny Physical Intervention  Fingerprinting, Photographing, Videotaping, Audiotaping, Use of 1-Way Glass  Freedom of Movement  Human Sexuality  Medication Administration  Personal Property & Funds  Personal Search  Psychotropic Medications  Reporting & Investigation of Adverse Events  Restraint  Seclusion  Right to Access Entertainment Material, News  Services Suited to Condition  Sterilization/Abortion/Contraception  Training Qualification  Treatment By Spiritual Means |