Office of Recipient Rights
Site Visit Monitoring

Site: **Provider:**

Address: **County:**

Contact: **Email:** **Phone:**

Review Standards

- ☐ **Recipient rights booklets were provided to recipients and are readily available for review.**
- ☐ **Contact information for the rights office was posted and visible.**
- ☐ **A *Requirements for Reporting Abuse and Neglect* poster was visible in a location where staff can refer to it if needed.**
- ☐ **Recipient rights complaint forms were readily available.**
- ☐ **Staff present were aware of abuse and neglect reporting requirements.**
- ☐ **Staff present appeared to treat recipients with dignity and respect.**
- ☐ **Any items prohibited at the site (e.g., weapons, illegal drugs, etc.) were posted and visible.**
- ☐ **Confidential documents were secured and stored properly.**
- ☐ **The site was clean and free of all health or safety concerns.**

ORR Contact Information Posted at the Site: *(list all agencies observed)*

General Observations:

Deficiencies Noted and Required Action Needed:

Reviewer: **Agency:** **Date:**