

Ardmore Enterprises, Inc.

PC SITE VISIT

House: _____ Date: _____ Time: _____

Staff on duty at time of visit: _____

Consumers at home at time of visit: _____

Comment on staff/consumer interactions and quality of meal: _____

Documentation	Completed?	Accurate?	If not, date addressed with staff
Visitor Log (sign it!)			
Communication Log			
Menu & Diets			
Water Temp Record			
Attendance Record			
Fire Drill Reports			
Vehicle Mileage Log			
Activity Reports			
Behavior Data			
IP Goal Data			
IP Services			
Paperwork filed in charts			
Charts in med log			

Home	Clean?	Maintained?	If not, date addressed with staff
Common living areas			
Laundry room			
Bathrooms (no mildew!)			
Bedrooms			
Closets neat			
Dressers neat			
Top & bottom sheets			
Closet doors on track			
Blinds not broken			
All light bulbs work			
Windows open/shut/lock			
Furniture			
Heater vents			
Smoke detectors working			
Appliances			
Exterior of house			
Yard			
Van			
Fridge & freezer full			

Food matches diets			
Water temp (< 110°)			
Fridge 33-45°/Freezer 0°			
House dusted			
Lint & heater filters			