



ADULT FAMILY HOME (AFH)
AFH Initial Licensing Inspection

APPLICANT'S / ER'S NAME		APPLICANT CONTACT PHONE	
AFH NAME		AFH SITE PHONE	
AFH SITE ADDRESS	DISTRICT / UNIT	COUNTY	INSPECTION TYPE Initial
FIELD MANAGER'S NAME		FM PHONE	12 MONTH DATE
		LICENSOR'S NAME	

Manager Intake Tracking and Inspection Activity Log

Attachment A¹

Section 1: Systems and Processes - Residential Inspection and Quality Assurance Program (RIQAP) Manager Completes

BAAU RECEIVED APPLICATION DATE	RIQAP RECEIVED APPLICATION DATE	APPLICATION WITHDRAWN / DENIED / VOIDED DATE
INTAKE PROCESS STEPS	RECOMMENDATION OF LICENSURE DATE: EACH PERSON AFFILIATED WITH APPLICANT	ADDITIONAL ENTRIES REQUIRED
Enter in Initial Excel Spreadsheet <input type="checkbox"/>	APS via TIVA <input type="checkbox"/>	Enter license referral date into Excel Spreadsheet <input type="checkbox"/>
Complete Inspection Working Papers <input type="checkbox"/>	TIVA 2 <input type="checkbox"/>	FMS: Add visit and recommend licensure <input type="checkbox"/>
Email Licensor file assignment <input type="checkbox"/>	RCPP findings list <input type="checkbox"/>	<input type="checkbox"/>
	FMS <input type="checkbox"/>	<input type="checkbox"/>
	FamLink <input type="checkbox"/>	<input type="checkbox"/>

Section 2: Initial Inspection Activity Log Notes - Licensor Completes

DATE	NOTES	INITIALS
	File received from the BAAU and assigned to Licensor for inspection	AJ



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Manager Intake Tracking and Inspection Activity Log

Attachment A²

Section 1: Systems and Processes

EMAIL ADDRESS

Dates

First contact with applicant _____ Enter Excel contact date, visit date _____ Preparation checklist - emailed _____
 Schedule visit or agree to postpone _____ Enter Outlook calendar date of visit _____
 Confirmation letter _____ Send email to supervisor or designee date of initial visit _____

Section 2: Inspection Activity Log Notes

DATE	NOTES	INITIALS



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Entrance Interview

Attachment B¹

INTERVIEW

<input type="checkbox"/> Introductions / hand out business card	<input type="checkbox"/> Identify total number of toilets in home:	Type of home (check one):
<input type="checkbox"/> Review process for day	<input type="checkbox"/> Identify total number of toilets for resident use:	<input type="checkbox"/> Single level <input type="checkbox"/> Multi-level
<input type="checkbox"/> Are the primary caregiver for another person living in the home: <input type="checkbox"/> Caregiver plan:	<input type="checkbox"/> Inquire if firearms in home	
<input type="checkbox"/> Review application for changes and accuracy	<input type="checkbox"/> Inquire if pets in home	
<input type="checkbox"/> Review floor plan and building inspection checklist	<input type="checkbox"/> Type of residents / anticipated types of care needs:	
	<input type="checkbox"/> Specialty(ies):	

IDENTIFY WHO CURRENTLY LIVES IN THE HOME (ANY PERSON OVER THE AGE OF 11 WILL REQUIRE A WASHINGTON STATE NAME AND DATE OF BIRTH BGI)

NAME(S)	RELATIONSHIP	NAME(S)	RELATIONSHIP

NAME(S) OF OTHERS WHO WILL HAVE UNSUPERVISED ACCESS TO RESIDENTS

NAME(S)	RELATIONSHIP	NAME(S)	RELATIONSHIP

PETS LIVING IN THE HOME

PET NAME(S) / TYPE(S)	RABIES VACCINATION	TEMPERMENT	PET NAME(S) / TYPE(S)	RABIES VACCINATION	TEMPERMENT
1.	<input type="checkbox"/> Yes		3.	<input type="checkbox"/> Yes	
2.	<input type="checkbox"/> Yes		4.	<input type="checkbox"/> Yes	



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Entrance Interview

Attachment B¹

OTHER BACKGROUND INQUIRIES (BGI) INCLUDED WITH THE AFH APPLICATION

NAME(S)	RELATIONSHIP	DATE BGI COMPLETED	NAME(S)	RELATIONSHIP	DATE BGI COMPLETED
1.			19.		
2.			20.		
3.			21.		
4.			22.		
5.			23.		
6.			24.		
7.			25.		
8.			26.		
9.			27.		
10.			28.		
11.			29.		
12.			30.		
13.			31.		
14.			32.		
15.			33.		
16.			34.		
17.			35.		
18.			36.		



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Pre-Inspection Preparation and Records Review

Attachment B²

PRE-INSPECTION PREPARATION	ADMINISTRATIVE RECORDS
<p>Electronic Folder Contents:</p> <p>Application <input type="checkbox"/></p> <p>Copy of floor plans (copies for each floor) <input type="checkbox"/></p> <p>Building checklist <input type="checkbox"/></p> <p>_____ <input type="checkbox"/></p> <p>Prior to Visit:</p> <p>Contact applicant to confirm appointment..... <input type="checkbox"/></p> <p>_____ <input type="checkbox"/></p> <p>_____ <input type="checkbox"/></p> <p>_____ <input type="checkbox"/></p> <p>_____ <input type="checkbox"/></p> <p>_____ <input type="checkbox"/></p>	<p>Documents:</p> <p style="text-align: right;">CHECK ONE</p> <p style="text-align: right;">*M N N/A</p> <p>Orientation checklist for new staff <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/></p> <p>Emergency Evacuation Log <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/></p> <p>Sewage / Septic system* Verification – Copy Required..... <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/></p> <p>Water system Verification* – Copy Required <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/></p> <p>Accident / Injury Log – Copy Required <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/></p> <p>MHP:</p> <p>Staffing Plan <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/></p> <p>Operational Plan <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/></p> <p>Parking Plan <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/></p>
COMMENTS	

- * Septic system documentation must be from the local health authority and must address the following information:
 - 1) Septic system has been inspected and approved; 2) How many people (not bedrooms) can be accommodated by the septic system; and 3) Local health authority is aware the system will be utilized in an AFH.
- * Water sewer verification must show the proposed AFH site address as the service address and must show the water / sewer bill is paid current on the day of inspection.
- * Well water must be approved as group B. Must have documentation from the local health authority.



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Staff Records

Attachment C

EXEMPT STAFF

PLEASE ANSWER THE FOLLOWING:	APPLICANT	RESIDENT MANAGER	ENTITY REPRESENTATIVE
NAME			
WHY EXEMPT?			
DOH EXPIRATION DATE			
REVISED FUNDAMENTALS DATE COMPLETED			
CPR EXPIRATION DATE			
FIRST AID EXPIRATION DATE			
FOOD SAFETY EXPIRATION DATE			
WA BGI COMPLETION DATE			
FINGERPRINT DATE			
MENTAL HEALTH			
DEVELOPMENTAL DISABILITIES			
DEMENCIA			

NON-EXEMPT STAFF

NAME OF NON-EXEMPT STAFF		<p>Exempt LTC Workers: LPN, RN, CNA, persons in an approved CNA training program, Medicare Certified Home Health aide, or person with special education training and an endorsement granted by the Superintendent of Public Instruction. LTC worker employed in LTC setting between 01/01/2011 to 01/06/2012 AND met educational requirements at the time.</p> <p>Non-Exempt LTC Workers: Staff must have direct supervision until he/she has completed Core Basic Training within 120 days.</p> <p>Caregiver Specialty: HCA - Need certificate within 120 days of hire. HCA exempt-need certificate within 90days of hire.</p>
NAME	HCA EXPIRATION DATE	

COMMENTS



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Resident Records / Applicant Interview

Attachment D

*M	N	N/A	WAC	COMMENTS
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Notice of rights and service requirements
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	10320	Financial Recordkeeping – SECTION ONLY
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	10320	Resident Information Sheet – MUST HAVE FORM / SECTION
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	10330 - 10340	Assessment / Preliminary Svc Plan – SECTION ONLY
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	10355 - 10385	Negotiated Care Plan – SECTION ONLY
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	10325	Legal Documents – SECTION ONLY
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	10320	Personal Belonging Inventory – MUST HAVE FORM / SECTION
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	10320	Nurse Delegation Paperwork – MUST HAVE SECTION
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	10475	Medication Log – MUST HAVE FORM
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	10320	Medication Professional Orders – MUST HAVE SECTION
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	10540	Disclosure of Charges – MUST HAVE FILLED OUT FORM
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Availability of files
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Plan to keep files confidential



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APPLICANT INTERVIEW – NOT REQUIRED FOR MHP OR RELOCATION FILES

1. BEFORE A RESIDENT MOVES IN, HOW WILL YOU DETERMINE YOU CAN MEET THEIR NEEDS?
2. HOW WILL YOU PLAN MEALS AND ACTIVITIES FOR THE HOME?
3. WHAT WILL YOU TAKE INTO CONSIDERATION WHEN PLANNING STAFFING FOR YOUR HOME?
4. HOW WILL YOU GO ABOUT MAKING A RESIDENT FEEL COMFORTABLE HERE AND MAKE THEM FEEL LIKE THIS IS THEIR HOME?
5. HOW WILL YOU RESPOND TO RESIDENT CONCERNS?
6. WHAT WAYS WILL YOU HELP RESIDENTS MAINTAIN THEIR INDEPENDENCE?
7. WHAT WOULD YOU DO IF YOU SAW, SUSPECTED, OR WERE TOLD THAT A RESIDENT WAS BEING ABUSED, NEGLECTED, OR FINANCIALLY EXPLOITED?
8. HOW WILL YOU HONOR RESIDENT'S RIGHTS AND PROTECT THEIR PRIVACY?



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Resident Bedroom / Bathroom Worksheet

Attachment E¹

Bedroom A Measurements: Length (L) x Width (W) divided by 144 = Square Feet (Sq. Ft.)

Evacuation Level <input type="checkbox"/> I <input type="checkbox"/> I/A	Subtotal Sq. Ft. =
	- Closet / Storage
	- Door Swing
Capacity <input type="checkbox"/> 1 <input type="checkbox"/> 2	- Other
	- Other
	= Usable Sq. Ft.

Exit does not pass through another room:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	*M N N/A
Window:**	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	*M N N/A
Unobstructed	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Windowsill height does not exceed 44 inches	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Screens	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Privacy	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Open-able	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Lighting:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Door:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Lock	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Doorway width minimum 27 inches ..	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Door opening device	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Clean:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Closet / Storage:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Open-able	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Floor Guides	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Smoke Detector:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Works	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Audible	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Proximity	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Heat Source:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

**** Window specifications: Minimum height – 24", Minimum width – 20", Minimum square footage opening – 5.7 sq. ft. except at grade level where it may be 5 sq. ft.**

Bathroom attached to Bedroom A	Water Temperature: °F (Minimum 105°F; maximum 120°F)
Accessibility Level: <input type="checkbox"/> I <input type="checkbox"/> I/A	<input type="checkbox"/>
Door:	<input type="checkbox"/>
Lock with opening device	<input type="checkbox"/>
Unobstructed	<input type="checkbox"/>
Doorway width minimum 27 inches ..	<input type="checkbox"/>
Shower / Tub:	<input type="checkbox"/>
Shower / tub grab bars secure	<input type="checkbox"/>
Non-Skid Surface	<input type="checkbox"/>
General:	<input type="checkbox"/>
Sanitation	<input type="checkbox"/>
Toxics inaccessible	<input type="checkbox"/>
TP holder	<input type="checkbox"/>
Toilet grab bars secure	<input type="checkbox"/>
Window cover / screens	<input type="checkbox"/>
Lighting	<input type="checkbox"/>
Other	<input type="checkbox"/>



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Resident Bedroom / Bathroom Worksheet - Continued

Attachment E¹

Bedroom B Measurements: Length (L) x Width (W) divided by 144 = Square Feet (Sq. Ft.)

Evacuation Level <input type="checkbox"/> I <input type="checkbox"/> I/A	Subtotal Sq. Ft. =	
	- Closet / Storage	
	- Door Swing	
Capacity <input type="checkbox"/> 1 <input type="checkbox"/> 2	- Other	
	- Other	
	= Usable Sq. Ft.	

Exit does not pass through another room: <input type="checkbox"/> *M <input type="checkbox"/> N <input type="checkbox"/> N/A	** Window specifications: Minimum height – 24", Minimum width – 20", Minimum square footage opening – 5.7 sq. ft. except at grade level where it may be 5 sq. ft.
Window:** <input type="checkbox"/> *M <input type="checkbox"/> N <input type="checkbox"/> N/A	
Unobstructed <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	Door opening device <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Windowsill height does not exceed 44 inches <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	Clean: <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Screens <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	Closet / Storage: <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Privacy <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	Open-able <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Open-able <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	Floor Guides <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Lighting: <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	Smoke Detector: <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Door: <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	Works <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Lock <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	Audible <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Doorway width minimum 27 inches .. <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	Proximity <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
	Heat Source: <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>

Bathroom attached to Bedroom B	Water Temperature: °F (Minimum 105°F; maximum 120°F)
Accessibility Level: <input type="checkbox"/> *M <input type="checkbox"/> N <input type="checkbox"/> N/A	General: <input type="checkbox"/> *M <input type="checkbox"/> N <input type="checkbox"/> N/A
<input type="checkbox"/> I <input type="checkbox"/> I/A	Sanitation <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Door: <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	Toxics inaccessible <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Lock with opening device <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	TP holder <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Unobstructed <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	Toilet grab bars secure <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Doorway width minimum 27 inches .. <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	Window cover / screens <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Shower / Tub: <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	Lighting <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Shower / tub grab bars secure <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	Other <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Non-Skid Surface <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	



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Resident Bedroom / Bathroom Worksheet - Continued

Attachment E³

Bedroom C Measurements: Length (L) x Width (W) divided by 144 = Square Feet (Sq. Ft.)

Evacuation Level <input type="checkbox"/> I <input type="checkbox"/> I/A	Subtotal Sq. Ft. = - Closet / Storage - Door Swing	
Capacity <input type="checkbox"/> 1 <input type="checkbox"/> 2	- Other - Other	
	= Usable Sq. Ft.	

Exit does not pass through another room: <input type="checkbox"/> *M <input type="checkbox"/> N <input type="checkbox"/> N/A	** Window specifications: Minimum height – 24", Minimum width – 20", Minimum square footage opening – 5.7 sq. ft. except at grade level where it may be 5 sq. ft.	
Window:** <input type="checkbox"/> *M <input type="checkbox"/> N <input type="checkbox"/> N/A	Door opening device..... <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
Unobstructed <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	Clean: <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
Windowsill height does not exceed 44 inches <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	Closet / Storage: <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
Screens <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	Open-able..... <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
Privacy <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	Floor Guides <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
Open-able..... <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	Smoke Detector: <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
Lighting: <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	Works <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
Door: <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	Audible <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
Lock <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	Proximity <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
Doorway width minimum 27 inches .. <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	Heat Source: <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	

Bathroom attached to Bedroom C	Water Temperature: °F (Minimum 105°F; maximum 120°F)	
Accessibility Level: <input type="checkbox"/> I <input type="checkbox"/> I/A <input type="checkbox"/> *M <input type="checkbox"/> N <input type="checkbox"/> N/A	General: <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Door: <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	Sanitation <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Lock with opening device..... <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	Toxics inaccessible <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Unobstructed <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	TP holder <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Doorway width minimum 27 inches .. <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	Toilet grab bars secure <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Shower / Tub: <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	Window cover / screens <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Shower / tub grab bars secure..... <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	Lighting..... <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Non-Skid Surface..... <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	Other <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>



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Resident Bedroom / Bathroom Worksheet - Continued

Attachment E⁴

Bedroom D Measurements: Length (L) x Width (W) divided by 144 = Square Feet (Sq. Ft.)

Evacuation Level <input type="checkbox"/> I <input type="checkbox"/> I/A	Subtotal Sq. Ft. =
	- Closet / Storage
	- Door Swing
Capacity <input type="checkbox"/> 1 <input type="checkbox"/> 2	- Other
	- Other
	= Usable Sq. Ft.

Exit does not pass through another room:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	*M N N/A
Window:**	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	*M N N/A
Unobstructed	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Windowsill height does not exceed 44 inches	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Screens	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Privacy	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Open-able	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Lighting:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Door:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Lock	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Doorway width minimum 27 inches ..	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Door opening device	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Clean:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Closet / Storage:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Open-able	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Floor Guides	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Smoke Detector:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Works	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Audible	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Proximity	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Heat Source:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

**** Window specifications: Minimum height – 24", Minimum width – 20", Minimum square footage opening – 5.7 sq. ft. except at grade level where it may be 5 sq. ft.**

Bathroom attached to Bedroom D	Water Temperature: °F (Minimum 105°F; maximum 120°F)
Accessibility Level: <input type="checkbox"/> I <input type="checkbox"/> I/A	<input type="checkbox"/>
Door:	<input type="checkbox"/>
Lock with opening device	<input type="checkbox"/>
Unobstructed	<input type="checkbox"/>
Doorway width minimum 27 inches ..	<input type="checkbox"/>
Shower / Tub:	<input type="checkbox"/>
Shower / tub grab bars secure	<input type="checkbox"/>
Non-Skid Surface	<input type="checkbox"/>
General:	<input type="checkbox"/>
Sanitation	<input type="checkbox"/>
Toxics inaccessible	<input type="checkbox"/>
TP holder	<input type="checkbox"/>
Toilet grab bars secure	<input type="checkbox"/>
Window cover / screens	<input type="checkbox"/>
Lighting	<input type="checkbox"/>
Other	<input type="checkbox"/>



ADULT FAMILY HOME (AFH)
AFH Initial Licensing Inspection

APPLICANT'S / ER'S NAME		APPLICANT CONTACT PHONE	
AFH NAME		AFH SITE PHONE	
AFH SITE ADDRESS	DISTRICT / UNIT	COUNTY	INSPECTION TYPE Initial
FIELD MANAGER'S NAME		FM PHONE	12 MONTH DATE
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Resident Bedroom / Bathroom Worksheet - Continued

Attachment E⁵

Bedroom E Measurements: Length (L) x Width (W) divided by 144 = Square Feet (Sq. Ft.)

Evacuation Level <input type="checkbox"/> I <input type="checkbox"/> I/A	Subtotal Sq. Ft. = - Closet / Storage - Door Swing	
Capacity <input type="checkbox"/> 1 <input type="checkbox"/> 2	- Other - Other	
	= Usable Sq. Ft.	

Exit does not pass through another room: <input type="checkbox"/> *M <input type="checkbox"/> N <input type="checkbox"/> N/A	** Window specifications: Minimum height – 24", Minimum width – 20", Minimum square footage opening – 5.7 sq. ft. except at grade level where it may be 5 sq. ft.
Window:** <input type="checkbox"/> *M <input type="checkbox"/> N <input type="checkbox"/> N/A	
Unobstructed <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
Windowsill height does not exceed 44 inches <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
Screens <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
Privacy <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
Open-able <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
Lighting: <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
Door: <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
Lock <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
Doorway width minimum 27 inches .. <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
Door opening device <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
Clean: <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
Closet / Storage: <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
Open-able <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
Floor Guides <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
Smoke Detector: <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
Works <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
Audible <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
Proximity <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
Heat Source: <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	

Bathroom attached to Bedroom E	Water Temperature: °F (Minimum 105°F; maximum 120°F)
Accessibility Level: <input type="checkbox"/> I <input type="checkbox"/> I/A	General: <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Door: <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	Sanitation <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Lock with opening device <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	Toxics inaccessible <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Unobstructed <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	TP holder <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Doorway width minimum 27 inches .. <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	Toilet grab bars secure <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Shower / Tub: <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	Window cover / screens <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Shower / tub grab bars secure <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	Lighting <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Non-Skid Surface <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	Other <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>



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AFH SITE ADDRESS	DISTRICT / UNIT	COUNTY	INSPECTION TYPE Initial
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Resident Bedroom / Bathroom Worksheet - Continued

Attachment E⁶

Bedroom F Measurements: Length (L) x Width (W) divided by 144 = Square Feet (Sq. Ft.)

Evacuation Level <input type="checkbox"/> I <input type="checkbox"/> I/A	Subtotal Sq. Ft. =
	- Closet / Storage
	- Door Swing
Capacity <input type="checkbox"/> 1 <input type="checkbox"/> 2	- Other
	- Other
	= Usable Sq. Ft.

Exit does not pass through another room:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	*M N N/A
Window:**	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	*M N N/A
Unobstructed	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Windowsill height does not exceed 44 inches	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Screens	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Privacy	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Open-able	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Lighting:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Door:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Lock	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Doorway width minimum 27 inches ..	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

**** Window specifications: Minimum height – 24”, Minimum width – 20”, Minimum square footage opening – 5.7 sq. ft. except at grade level where it may be 5 sq. ft.**

Bathroom attached to Bedroom F	Water Temperature: °F (Minimum 105°F; maximum 120°F)
Accessibility Level: <input type="checkbox"/> I <input type="checkbox"/> I/A	<input type="checkbox"/>
Door: Lock with opening device	<input type="checkbox"/>
Unobstructed	<input type="checkbox"/>
Doorway width minimum 27 inches ..	<input type="checkbox"/>
Shower / Tub:	<input type="checkbox"/>
Shower / tub grab bars secure	<input type="checkbox"/>
Non-Skid Surface	<input type="checkbox"/>
General:	<input type="checkbox"/>
Sanitation	<input type="checkbox"/>
Toxics inaccessible	<input type="checkbox"/>
TP holder	<input type="checkbox"/>
Toilet grab bars secure	<input type="checkbox"/>
Window cover / screens	<input type="checkbox"/>
Lighting	<input type="checkbox"/>
Other	<input type="checkbox"/>



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AFH SITE ADDRESS	DISTRICT / UNIT	COUNTY	INSPECTION TYPE Initial
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Resident Bedroom / Bathroom Worksheet - Continued

Attachment E⁷

Main Bathroom

Water Temperature: °F
 (Minimum 105°F; maximum 120°F)

Accessibility Level: *M . N N/A

I I/ A

Door:

Lock with opening device

Unobstructed

Doorway width minimum 27 inches ..

Shower / Tub:

Shower / tub grab bars secure.....

Non-Skid Surface.....

General:

Sanitation

Toxics inaccessible

TP holder.....

Toilet grab bars secure.....

Window cover / screens

Lighting.....

Location:

Additional Bathroom

Water Temperature: °F
 (Minimum 105°F; maximum 120°F)

Accessibility Level: *M . N N/A

I I/ A

Door:

Lock with opening device

Unobstructed

Doorway width minimum 27 inches ..

Shower / Tub:

Shower / tub grab bars secure.....

Non-Skid Surface.....

General:

Sanitation

Toxics inaccessible

TP holder.....

Toilet grab bars secure.....

Window cover / screens

Lighting.....

Location:

Additional Bathroom

Water Temperature: °F
 (Minimum 105°F; maximum 120°F)

Accessibility Level: *M . N N/A

I I/ A

Door:

Lock with opening device

Unobstructed

Doorway width minimum 27 inches ..

Shower / Tub:

Shower / tub grab bars secure.....

Non-Skid Surface.....

General:

Sanitation

Toxics inaccessible

TP holder.....

Toilet grab bars secure.....

Window cover / screens

Lighting.....

Location:



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Interior Physical Environment Attachment F¹

Postings	*M	N	N/A	Notes
DSHS / AL TSA CRU Number	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
DRW Information	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
12-month inspection report	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
3-year inspection posting	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
1 st floor evacuation plan	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
2 nd floor evacuation plan	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Place to hang license	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Common Areas:	*M	N	N/A	*M	N	N/A	Notes
Accessibility	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Capacity	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Seating / furnishings	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Lighting	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Fireplace safety	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Ventilation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Telephone	*M	N	N/A	Notes
Telephone Working	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Available for resident use	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Privacy	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

General / Safety	*M	N	N/A	Notes
Call system	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	** The adult family home must ensure that fireplaces, stoves, or heaters that get hot to the touch when in use have a stable, flame-resistant barrier that does not get hot to the touch and that prevents any contact by residents or any flammable materials.
Heating / cooling	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Trip hazards	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Indoor ramps	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Indoor steps	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Clean / good repair	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Other safety issues	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Laundry	*M	N	N/A	Notes
Plan (if not home)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Must provide an infection control plan if residents would be required to pass through the kitchen to access the laundry area.
Supplies	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Location	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	



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Interior Physical Environment - Continued

Attachment F²

Kitchen / Dining Area	*M	N	N/A	Notes
Stocked (pots / pans, dishes, equipment).....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Safe storage for toxics	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Sink temperature (Minimum 105°F; maximum 120°F) ..	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Adequate seating	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Lighting	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Safety	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Fire Extinguisher (5 lbs.)	*M	N	N/A	Notes
1 st floor date: <input type="checkbox"/> Mounted.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Must be mounted or securely fastened in a stationary position at a minimum of four inches from the floor (when measured from the bottom) and a maximum of 60 inches from the floor (when measured from the top).
2 nd floor date: <input type="checkbox"/> Mounted.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
3 rd floor date: <input type="checkbox"/> Mounted.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Smoke Detectors	*M	N	N/A	Notes
Interconnected throughout home.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
In working order.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Audible throughout house.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
In sleeping areas used by AFH staff.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
In immediate vicinity of resident rooms.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
On every level of multi-level home.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Medications	*M	N	N/A	Notes
Adequate locked storage.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Plan for refrigerated meds	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Emergency Supplies	*M	N	N/A	Notes
Lighting (for each resident)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
First Aid kit.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
First Aid manual or guide.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Firearms	*M	N	N/A	Notes
In locked storage	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
NOTES				



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Exterior Physical Environment

Attachment F³

Emergency Exit Door(s):	*M	N	N/A	*M	N	N/A	*M	N	N/A	Notes
EMG unlocked lever handle / hinged...	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Minimum doorway width is 32 inches ..	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Minimum door way height 78 inches....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Threshold.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Doorway / hallway limitations.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Door alarms	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Door to garage.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Resident can exit without special knowledge or assistance 10715(3)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Ramps:	*M	N	N/A	*M	N	N/A	Notes
Bilateral handrails secure	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Handrails extend full length of slope....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Smooth transition at ends	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Non-skid surface.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
General safety	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Deck	*M	N	N/A	Notes
Wheelchair accessible	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Barriers on sides.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Secure / sturdy.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Steps off deck have barrier	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Good condition – no gaps.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Threshold in / out.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Non-skid	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Steps	*M	N	N/A	Notes
Steps off landing have barrier	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Handrails on both sides	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Safety	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	



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Exterior Physical Environment - Continued

Attachment F⁴

General Safety Issues	*M	N	N/A	Notes
Located on busy street	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Designated safe meeting location: Outdoor resident use area location: ** Any outdoor security cameras must not interfere with resident privacy.
Located at top of ravine	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Drop off areas such as rock walls	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Walkways used by residents (no trip / fall hazards)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
House numbers visible from street ...	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Outdoor resident use area	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Designated safe meeting place	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Front, Back, Side Yards	*M	N	N/A	Notes
No hazards, toxic materials	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	** Any outdoor storage areas, structures, or living quarters on the AFH property must be inspected for safety.
No debris, broken glass	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
** No obstructions egress residence windows	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
** No obstructions walkways	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Yards maintained	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Water Hazard Identified	*M	N	N/A	Notes
*** Type:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Secured by locking any doors, screens, or gates that lead directly to or surround the water hazard	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Requires fencing 48 inches	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Requires door alarm and lock for any gate leading to the water hazard	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Non-potable water identified	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Outdoor Buildings	*M	N	N/A	Notes
Locked	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Safety	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Step(s)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

*** i.e., fountain, hot tub, pool, natural body of water such as stream, river, lake, pond, etc.

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Physical Environment			Attachment F ⁵

Types of locking devices and door activation:

WAC 51-51-0330 R 330.4

Operable parts of door handles, pulls, latches, locks, and other devices installed in adult family homes shall be operable with one hand and shall not require tight grasping, pinching, or twisting of the wrist. Pocket doors shall have graspable hardware available when in the closed or open position.

The force required to activate operable parts shall be 5.0 pounds (22.2 N) maximum. Required exit doors shall have no additional locking devices.

Required exit door hardware shall unlock inside and outside mechanisms when exiting the building allowing reentry into the adult family home without the use of a key, tool, or special knowledge.

Window Well Requirements:

R310.2.3 Window wells.

The horizontal area of the window well shall be not less than 9 square feet (0.9 m²), with a horizontal projection and width of not less than 36 inches (914 mm). The area of the window well shall allow the emergency escape and rescue opening to be fully opened.

Exception: The ladder or steps required by Section R310.2.3.1 shall be permitted to encroach not more than 6 inches (152 mm) into the required dimensions of the window well.

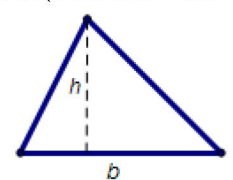
R310.2.3.1 Ladder and steps.

Window wells with a vertical depth greater than 44 inches (1118 mm) shall be equipped with a permanently affixed ladder or steps usable with the window in the fully open position. Ladders or steps required by this section shall not be required to comply with Sections R311.7 and R311.8. Ladders or rungs shall have an inside width of not less than 12 inches (305 mm), shall project not less than 3 inches (76 mm) from the wall and shall be spaced not more than 18 inches (457 mm) on center vertically for the full height of the window well.

Formulas and Reference:

CALCULATIONS: FOR 'DOOR SWINGS'			
DOOR WIDTH IN INCHES = SQ FT FOR ¼ OF CIRCLE SWING			
DR WIDTH"	SQ FT ¼ SWING	DR WIDTH"	SQ FT ¼ SWING
25"	3.41 SQ FT	33"	5.94 SQ FT
26"	3.69 SQ FT	34"	6.30 SQ FT
27"	3.98 SQ FT	35"	6.68 SQ FT
28"	4.28 SQ FT	36"	7.07 SQ FT
29"	4.59 SQ FT	37"	7.47 SQ FT
30"	4.91 SQ FT	38"	7.88 SQ FT
31"	5.24 SQ FT	39"	8.30 SQ FT
32"	5.59 SQ FT	40"	8.73 SQ FT

TRIANGLE AREA (CALCULATE SQ FT)



$A = \frac{1}{2} (bh)$

MEASURE THE BASE (b) OF THE TRIANGLE
MEASURE THE HEIGH (h) OF THE TRIANGLE
MULTIPLY THE BASE BY THE HEIGHT (b X h)
DIVIDE THIS AMOUNT BY 2 (TWO)



ADULT FAMILY HOME (AFH)
AFH Initial Licensing Inspection

APPLICANT'S / ER'S NAME		APPLICANT CONTACT PHONE	
AFH NAME		AFH SITE PHONE	
AFH SITE ADDRESS	DISTRICT / UNIT	COUNTY	INSPECTION TYPE Initial
FIELD MANAGER'S NAME	FM PHONE	12 MONTH DATE	
		LICENSOR'S NAME	

Adult Family Home Initial Licensing Inspection Notes

Attachment H



ADULT FAMILY HOME (AFH)
AFH Initial Licensing Inspection

		APPLICANT'S / ER'S NAME		APPLICANT CONTACT PHONE	
		AFH NAME		AFH SITE PHONE	
AFH SITE ADDRESS		DISTRICT / UNIT	COUNTY	INSPECTION TYPE Initial	12 MONTH DATE
FIELD MANAGER'S NAME		FM PHONE		LICENSOR'S NAME	

Post Inspection – Meets Requirements	Attachment I
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Applicant meets minimum licensing requirements and is recommended for licensure.

Discuss:	Check if discussed:	
Licensure recommendation; approval process	<input type="checkbox"/>	
BAAU will: mail license and background check results	<input type="checkbox"/>	
Request Medicaid contract, if desired	<input type="checkbox"/>	
Identify District / Unit – Field Manager	<input type="checkbox"/>	
AFH Locator will list home at https://fortress.wa.gov/dshs/adsaapps/lookup/AFHAdvLookup.aspx	<input type="checkbox"/>	
AFH Locator will indicate Medicaid contract, once the contract has been signed	<input type="checkbox"/>	
Emergency food / water requirement once licensed	<input type="checkbox"/>	
Complete floor plan and key with identified, approved resident bedrooms, capacity, and evacuation level	<input type="checkbox"/>	
Floor plan of home does have limited space that may or may not accommodate larger mobility aids. Applicant was informed: if the home accepts or retains residents that can use mobility aids independently, they must be able to safely and freely self-propel / navigate through doorways, hallways, bathroom, and/or any part of the home the residents needs or wants to use.	N/A	Discussed

NOTES

DATE	CAPACITY	SPECIALTIES APPLICANT RESIDENT MANAGER <input type="checkbox"/> Dementia <input type="checkbox"/> Mental Health <input type="checkbox"/> Developmental Disabilities	CONTRACT <input type="checkbox"/> Yes <input type="checkbox"/> No
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NOTES