

Safety

Individuals are Safe	YES	NO	N/A	Date	Comments
Functional Heating/ Cooling System					
Ceiling fans / Walls in Good Repair					
First Aid Kit?					
Portable Fire Extinguisher in Good working condition					
Exits lights working					
Easy Access to doors					
Person educated on what to do in case of a fire					
Fire Drill performed					
Person educated on what to do in event of a tornado warning					
Person is educated on how to respond in an emergency (ex: incapacitated staff, natural disaster, 911, altercations)					
Person has emergency supplies and equipment to use in event of emergency (flashlights, batteries, bottled water, emergency food, personal response equipment)					
Person educated on emergency evacuation procedures/disaster plan					
Person feels safe at home					
Person feels safe in community and/or neighborhood					
Person feels safe at work/day program					
Person educated on what is and how to report abuse, neglect or exploitation					

Helping Hands of Flagler County, LLC

Well Being

Person Centered Practices: Individual's needs are identified and met through Person Centered Planning
Community: Individuals have opportunities for integration in all aspects of their lives including where they live, work, access to community services and activities, and opportunities for new relationships)

Person Centered	YES	NO	N/A	Date	Comments
Person included in development of IP and/or Support Plan					
Supported person to identify and develop individual goals					
Supported person to make change/update Support Plan and/or IP (comment on change)					
Conversation about progress toward person's goal(s) (comment on talk and how you are measure progress)					
Person made progress toward or achievement of goal? (comment what and how)					
Person aware of his/her services schedule / location					
Person aware choice of provider and what to do if not satisfied					
Person is satisfied with service(s) / provider (comment if not)					
Person's personal property is respected and protected					
Person's opinions are solicited and respected					
Person's privacy is respected					
Person asked for permission before sharing personal info. (comment what)					
Person is educated/ understands their rights (comment if non-verbal and their response)					

Community

Living Conditions	YES	NO	N/A	Date	Comments
Person likes where they live (comment why)					
Person wants to move (comment why / where)					
Person has roommates (comment on preference)					
Person has own bedroom					
Person shares a bedroom (comment on preference)					
Person helped and/or likes the décor/ furnishings (comment on preference)					
Person has privacy in home (comment if not)					
Person can lock bedroom door (comment if not)					
Support person to determine house rules in collaboration with other residents (rules reviewed, who created rules, what happens if rule is broken or someone disagrees with a rule)					
House rule was amended (comment what/by who)					
Person has access to food (comment: can eat or drink anytime, any restrictions, are educated about food restrictions)					
Work/Day Option	YES	NO	N/A	Date	Comments
Person makes informed choice where to work					
Person wants to work elsewhere (comment why/where, what provider did to help)					
Person informed about options for integrated work settings or day activities					

Community continued

Community Fun	YES	NO	N/A	Date	Comments
Person exposed to and/or went to a community activity (comment what/where)					
Person received opportunities to engage in community life (comment on community activity or limitations)					
Person chose where to go (comment alone or with a friend and where to / or any barriers)					
Person has a hobby (comment what hobby and what was done to join a similar group)					
Person's preferences concerning social roles in the community was addressed (comment what he/she would like to do/join)					
Person exposed to and/or became a member of a club or organization (comment what/where and any barrier)					
Person attended a club activity and/or meeting (comment what/where)					
Person provided with information about potential social roles in the community (comment how you provided the info)					
Person tried above social role (comment if liked or disliked the community role)					

Community continued

Who Spend Time With	YES	NO	N/A	Date	Comments
Person made a new friend (comment what activities to meet and/or helped promote new friendships)					
Person spent time with friend(s) (comment any barriers)					
Person can see friends and family when he/she wants to (comment any barriers)					
Person can communicate per preference (phone, text, email) to develop and maintain friendships/ relationships (Comment any restrictions)					
Person has access to a phone, email or text					