

**New Mexico Department of Health / Division of Health Improvement
Community Living / Community Inclusion
Observation Field Tool**

Agency/Region:

Service (Circle):

Supported Living
Adult Habilitation

Family Living
Supported Employment

Community Access

Items dealing with sanitation / cleanliness = TAG 1A16

Individual Name:

Anyone Else Living in the Residence (roommates):

Address of Observation:

Surveyor:

Date/Time:

(GENERAL) DDSD DDW Standards Chapter 6.VIII.L(1-7) Supported Living Services and Family Living Services providers shall assure that each individual's residence has:	Yes	No	n/a
1.a. Battery operated or electric smoke detectors , heat sensors, or a sprinkler system	6L25		
b. general-purpose first aid kit	6L25		
c. when applicable to the individual's health status, a blood borne pathogens kit	6L25		
d. accessible written procedures for emergency evacuation (eg. fire and weather related threats)	6L25		
e. accessible telephone numbers of poison control centers located within the line of sight of the phone	6L25		
f. accessible written documentation of actual evacuation drills occurring at least three (3) times a year. For Supported Living evacuation drills shall occur at least once a year during each shift.	6L25		
g. accessible written procedures for the safe storage of all medications with dispensing instructions for each individual consistent with AWM training or each individual's ISP	6L25		
h. accessible written procedures for emergency placement and relocation of individuals in the event of an emergency; procedure shall address but are not limited to fire, chemical/hazardous waste spills and flooding.	6L25		
2. Residence shall maintain basic utilities , i.e. gas, power, water, telephone... and shall maintain the physical environment in a safe and comfortable manner for the individuals	6L25		
3.Each individual shall have access to all household equipment and cleaning supplies unless prohibited by IDT	6L25		
NMAC 7.1.13 IMS Guide – Are Incident Mgt (AN&E) posters located in a conspicuous place	1A28		
(LIVING AND DINING AREA) 4.a. individuals have free use of all space with due regard for privacy, personal possessions and individual interests	6L25		
b. maintain areas for the usual function of daily living, social.....clean and sanitary condition	6L25		
c. provide environmental accommodations based on the unique needs of the individual	6L25		
(KITCHEN) 5.a. possess equipment, utensils and supplies to properly store, prepare and serve at least three (3) meals a day	6L25		
b. ...environmental accommodations and assistive technology devices specific to the needs of the individual	6L25		
c. water temp. is required to be maintained at a safe level to both prevent injury and ensure comfort	6L25		
(BEDROOM) 6.a. at a maximum two (2) individuals shall share, with the mutual consent, a bedroom and each individuals has the right to have his or her own bed	6L25		
b. all bedrooms shall have doors, which may be closed for privacy	6L25		
c. physical arrangements of the bedroom compatible with the physical needs of the individual	6L25		
d. allow the individual the right to decorate (the) bedroom in a style of his or her choice consistent with a safe and sanitary living condition	6L25		
(BATHROOM) 7.a. For S.L. a minimum of one (1) toilet and lavatory facility for every two (2) individuals	6L25		
b. reasonable modifications or accommodations, based on the needs of the individual	6L25		
b.i. toilets, tubs, showers used by the individual(s) provide for privacy	6L25		
b.ii. water temp. maintained at a safe level to prevent injury and ensure comfort.	6L25		
Model Custodial Drug Policy and Procedure Manual 1.H.6.A (<i>Also applicable to CI facilities if medications are stored overnight</i>).	1A33		
- current Custodial Drug Permit from the NM Board of Pharmacy (posted)			
- current registration of the consultant pharmacist (posted)	1A33		
- current NM Board of Pharmacy Inspection Report (posted)	1A33		
DDSD DDW Standards Chapter 5 II. A. COMMUNITY INCLUSION - Observe/does it meet any of the following criteria: (Note any deficiencies on worksheet)	5I02		
<ul style="list-style-type: none"> Individual choice-based options Age appropriate skill building activities as specified in the individual's ISP including the individual's personal definition of a meaningful day. Individual is an integral part of his/her community. 			