

This Inspection Guide provides **guidance** to the inspector during the initial planning of an inspection. Not all sections will be applicable in every situation and the inspector may need to adjust the inspection based on information collected.

PROFILE FOR RESIDENT

- Name, room number, home area
- Date of birth, date of admission, date of discharge (if applicable)
- Diagnoses
- Other resident information, as applicable: Physician, SDM, Advanced Directives, Activities of Daily Living, and RAI-MDS Outcome Scores, e.g., CPS

CLINICAL RECORD REVIEW (ELECTRONIC AND HARD COPY)

ASSESSMENTS

- RAI-MDS - Section N & F (Activity Pursuits Patterns).
- Recreation/Social/Life Enrichment/Activation assessment.

PLAN OF CARE

- Recreation and Social Activity interventions.
- Interventions based on the assessment of the resident and their preferences.

MEDICATION ADMINISTRATION RECORD (MAR)

- Recent changes to medications that may impact participation

TREATMENT ADMINISTRATION RECORD (TAR)

- Any specialized treatments, e.g., Snoezelen room, massage/aroma therapy, etc.

PROGRESS NOTES

- Any notes pertaining to resident's participation in activities.

OBSERVATIONS

- Observe if resident participating and actively engaging in common or individual activities.
- Activities available for residents with cognitive impairments.
- Activity schedules communicated to residents/families.
- Activities available during days, evenings and weekends.
- Staff encouraging and assisting residents to participate in activities.

INTERVIEWS

RESIDENT/SDM

- Engage resident in conversation about activities in the home, time of activities, participation, do activities meet their interest, do they receive required assistance to participate in activities.

ACTIVATION, LIFE ENRICHMENT AND ACTIVITY AIDES

- Confirm if the home has an organized program of recreational and social activities.
- Discuss how recreational and social activities schedules are developed and communicated to residents and families.
- Confirm if resident’s interests are taken into consideration for the development of the schedule.
- Discuss the assistance provided for residents to attend activities.
- Discuss the activities provided to residents in their rooms, (bed ridden, isolation).
- Discuss the specific resident, their interest, care plan interventions, their attendance in the program.

MANAGEMENT

Activation/Life Enrichment Program Manager

- Confirm if the home has an organized program of recreational and social activities.
- Discuss how recreational and social activities schedules are developed and communicated to residents and families.
- Discuss the different types of activities provided and locations.
- Confirm if resident’s interests are taken into consideration for the development of the schedule.
- Discuss the assistance provided for residents to attend activities.
- Discuss the activities provided to residents in their rooms, (bed ridden, isolation).
- Discuss if volunteers provide assistance with recreational and social activities.
- Discuss the specific resident, their interest, care plan interventions, and their attendance in the program.

OTHER RECORD REVIEW

- Relevant policies and procedures.
- General program requirements and evaluation.
- Required training and retraining.
- Staff qualifications.
- Risk management or internal incident reports.
- Video or other visual or audio recordings.

FOR FURTHER GUIDANCE

Please refer to policies, guidance documents, and job aids available in the eInspectors’ Handbook.