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## Adult Day Care Checklist

Many caregivers feel reluctant to use adult day care (ADC) services because they seem unfamiliar, or because a loved one is hesitant to try something new. If this rings true for you, look at it this way -- adult day care offers a dual benefit for elders and their families. Participants benefit from socializing with others, as well as receiving needed care services. Caregivers benefit by getting a break from caregiving duties during the day while knowing that a loved one is in good hands.

First, you will need to determine **what level of ADC care your loved one needs**. This will help you assess what services and special features are important to you. If you have found a center that you are interested in evaluating, ask the center to send you their program brochure, schedule of activities, and monthly or weekly menu, as well as any application forms. You can prescreen an individual program site using the following questions:

### Questions to ask before visiting

What are your hours of operation? \_\_\_\_\_

What days are you open? \_\_\_\_\_

What are the eligibility requirements for age? diagnosis? functional status? (Note: Ask about incontinence, memory problems, wheel chairs, specific medical conditions and other special needs.)  
\_\_\_\_\_

What is the age range of participants? \_\_\_\_\_

Are there discounts per week or per month? What is the cost per day?  
\_\_\_\_\_

What type of reimbursement is accepted? \_\_\_\_\_

What is your staff-to-participant ratio? \_\_\_\_\_

What kind of activities do you offer?  
\_\_\_\_\_

What type of credentials do staff have? (Is a nurse on staff, occupational therapist, recreational therapist, social worker, etc.)  
\_\_\_\_\_

How many years have you been in operation?  
\_\_\_\_\_

Is a physician's certification required? \_\_\_\_\_

Is the center licensed by the state? (Note: Some states don't require adult day care to be licensed.) \_\_\_\_\_

### Schedule a visit

It's best to call ahead to schedule a visit so that you can meet with the Program Administrator or Activity Director. If possible, you may want to visit more than one ADC in your community so you can have a frame of reference for comparing programs. Use the following checklist to help you evaluate each ADC site.

### Center physical environment

**Yes No**

### Checklists

[Adult Day Care Checklist](#)

[Guide to Assisted Living Facilities](#)

[Skilled Nursing Facility Checklist](#)

[Checklist: Choosing an Alzheimer's/Dementia Facility](#)

[Hospice Checklist](#)

### Related Articles

[Respite Books](#)

[Understanding Nursing Home Admissions Agreements](#)

[End-of-Life Issues: Medical and Personal Choices](#)

[Out-of-Home Options: The Residential Care Continuum](#)

[Nursing Home Resident's Bill of Rights](#)

### Provider Search

SEARCH

(Enter Zipcode)

- |                          |                          |  |
|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | Is the atmosphere pleasant? Clean? Free of unpleasant odors?                                       |
| <input type="checkbox"/> | <input type="checkbox"/> | Is there an outdoor area or garden?  |
| <input type="checkbox"/> | <input type="checkbox"/> | Is the center, including the bathroom, accessible for someone in a wheelchair?                     |
| <input type="checkbox"/> | <input type="checkbox"/> | Are chairs sturdy and comfortable? Is there a place to recline or nap?                             |
| <input type="checkbox"/> | <input type="checkbox"/> | Is there an infirmary or separate room for someone who is ill?                                     |
| <input type="checkbox"/> | <input type="checkbox"/> | Is the building secure? Are there safeguards to protect confused participants from wandering away? |
| <input type="checkbox"/> | <input type="checkbox"/> | Does the building have smoke detectors, sprinklers and an emergency evacuation plan?               |
| <input type="checkbox"/> | <input type="checkbox"/> | Is there an up-to-date notice of a fire safety inspection?   |

**Center staff****Yes No**

- |                          |                          |  |
|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | Was someone available to show you around and explain the services?   |
| <input type="checkbox"/> | <input type="checkbox"/> | Does the number of staff seem adequate for the number of participants?   |
| <input type="checkbox"/> | <input type="checkbox"/> | Does staff seem cheerful and helpful?  |
| <input type="checkbox"/> | <input type="checkbox"/> | Is staff able to handle special situations (e.g., non-English speakers, withdrawn or angry participants)?  |
| <input type="checkbox"/> | <input type="checkbox"/> | Does the staff seem amenable to taking suggestions or making changes?  |
| <input type="checkbox"/> | <input type="checkbox"/> | Do the staff offer notes to families about the details of daily activities?  |
| <input type="checkbox"/> | <input type="checkbox"/> | Do staff routinely meet with family caregivers? Are any support services available for families (e.g., counseling, care planning, support groups)? |

**Activities and services****Yes No**

- |                          |                          |  |
|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | Do activities seem appropriate for the group?                                |
| <input type="checkbox"/> | <input type="checkbox"/> | Do participants appear to be well attended to? Are they enjoying themselves? |
| <input type="checkbox"/> | <input type="checkbox"/> | Do participants have a choice of different activities?                       |
| <input type="checkbox"/> | <input type="checkbox"/> | Is food appetizing? Can special diets or food preferences be met?            |
| <input type="checkbox"/> | <input type="checkbox"/> | Are ample snacks provided, or do participants need to bring their own?       |

**Do a reference check**

If you form a favorable impression based on your site visit, ask the Program Administrator for the names of two or three other families who use the center. You can ask these people what they think about the program and if they would recommend it.

By doing your own evaluation, you can gain insight into the way adult day care works for others in your community, and get a sense of how services could help you in your caregiving role. You'll feel much more confident about choosing and trying out an ADC. For further information, you may want to read CareGuide's article on [\*\*your loved one's rights in adult day care\*\*](#).

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