

## AFC GROUP HOME KEY INDICATOR REFERENCE SHEET

Michigan Department of Human Services  
Bureau of Children and Adult Licensing

FACILITY	LICENSE #	DATE
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RULE #	DESCRIPTION	OBSERVATIONS	INTERVIEW NOTES
<b>Program Requirements</b>			
<b>204(2) / SC 1806(3)</b>	Direct care staff qualifications		
<b>204(3)</b>	Staff competence		
<b>206(2) / SC 1806(1)</b>	Sufficient staff on duty		
<b>734b(2)</b>	Criminal history background check process followed		

RULE #	DESCRIPTION	OBSERVATIONS	INTERVIEW NOTES
<b>Resident Care, Services &amp; Records</b>			
301(2)	Written assessment prior to admission		
303(2)	Supervision, protection & personal care per resident's assessment plan		
304(2)	Respect & safeguard resident's rights		
305(3)	Dignity, protection & safety		
306(1)	Assistive device only to enhance mobility, physical comfort & well-being		
309(5)	Crisis intervention shall not be used as a routine intervention		

RULE	DESCRIPTION	OBSERVATIONS	
Resident Care, Services & Records			
310(1)	Follow physician's instructions		
312(1)	Medication only given as prescribed		
312(4)	Comply with medication provisions		
313(1)	3 regular nutritious meals daily		
315(2)	Safe keeping of resident funds & valuables		
315(3)	Funds & valuables transaction form		
318(4) / SC 1803(5)(6)	Everyone is familiar with emergency/ evac plan		
318(5) / SC 1803(3)(4)	Review – practice emergency/evac plan		

RULE	DESCRIPTION	OBSERVATIONS
<b>Environmental Conditions*</b>		
401(2)	Provide hot/cold water under pressure 105-120 °F for AS	
401(6)	Poisons & other dangerous material stored in non-resident & non-food preparation areas	
402 (1)	All food from approved food sources and free from spoilage	
402(2)	Food protected from contamination	
402(3)	Appropriate food storage temperatures	
402(4)	Food service equipment material is clean and in good repair	
402(5)	Home equipped to prepare/serve adequate meals	
402(6)	Appliances shall be clean and in good repair	
403(1)	Home maintenance & safety	
403(2)	Furnishing & housekeeping	
403(12)	Sidewalks, fire escapes & entrances free of hazards	
403(13)	Hazard-free yard	
407(3)	Bathrooms doors, non-locking against egress	
408(7)	One easily opened bedroom window	
408(9)	Resident w/impaired mobility/street floor bedroom	

RULE	DESCRIPTION	OBSERVATIONS
<b>Fire Safety After 1980**</b>		
<b>505(1) / SC 1803(1)(2)</b>	Smoke detector locations	
<b>505(3)</b>	Smoke detector battery replacement	
<b>505(4) / SC 1803(1)</b>	Smoke detectors tested, examined	
<b>506</b>	1 approved and maintained 2A 10BC extinguisher or equivalent per occupied floor & basement	
<b>507(6)</b>	Occupied room door, non-locking against egress	
<b>509(1)</b>	Ramps for wheelchairs	
<b>10(5)</b>	No portable heaters	
<b>511(2)</b>	Heating plants-flame producing equipment properly enclosed	
<b>511(4)</b>	Combustibles not w/ heat or flame producing equipment	

RULE	DESCRIPTION	OBSERVATIONS
<b>Fire Safety Before 1980**</b>		
2243(1)	Safe means of egress	
2243(4)	Occupied room & exterior door, non-locking against egress	
2244(1)	Refer to rule - Heating	
2244(4)	Combustibles not w/heat or flame producing equipment	
2245	One 5 pound multi-purpose extinguisher per occupied floor	

\*Medium and Large Group Home Facilities are inspected by their local health department.

\*\*Medium and Large Group Home Facilities must be in compliance with the Bureau of Fire Services rules.

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