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CHAPTER 3. STANDARDS FOR HOMES

3.01 GENERAL

The approving official may approve a CRC (Community Residential Care) facility based on the report of a VA (Department of Veterans Affairs) inspection and on any findings of necessary interim monitoring of the facility, if that facility meets the following standards.

3.02 HEALTH AND SAFETY STANDARDS

a. Meet all State and local regulations including construction, fire, maintenance and sanitation regulations.

b. Meet the applicable provisions of the 1988 edition of the NFPA (National Fire Protection Association) Life Safety Code, Standard #101, subject to changes published in the Federal Register. For homes with more than three individuals, unrelated to the facility operator or provider, the Life Safety Code chapters for Board and Care Occupancies will be used. For homes with less than four individuals unrelated to the facility operator or provider, the Life Safety Code chapter for One and Two Family Dwellings will be used. In lieu of direct compliance with the Life Safety Code, alternative equivalent methods may be used, in accordance with NFPA Manual #101M, Alternative Approaches to Life Safety, and subject to approval by the appropriate Regional Director.

c. Have safe and functioning systems for heating and cooling, hot and cold water, electricity, plumbing, sewage, food preparation, distribution and storage, laundry, artificial and natural light and ventilation.

3.03 HEALTH SERVICES

The facility must agree to assist residents in obtaining the statement of needed care developed by VA.

3.04 INTERIOR PLAN

a. The facility will have comfortable dining areas, adequate in size for the number of residents.

b. The facility will have comfortable living room areas, adequate in size to accommodate a reasonable proportion of residents.

c. The facility will maintain at least one functional toilet and lavatory, and bathing or shower facility for every six people living in the facility, including provider and staff.

3.05 LAUNDRY SERVICE

The facility must provide or arrange for laundry service.

3.06 RESIDENTS BEDROOMS

a. Bedrooms may contain no more than four beds.

b. Bedrooms will measure, exclusive of closet space, at least 100 square feet for a single resident room and 80 square feet for each resident in a multi-resident room.

c. Bedrooms will contain, at a minimum, a suitable bed and furnishings including night stand with lamp; dresser; mirror; chair; wardrobe or closet and floor covering and curtains.

3.07 NUTRITION

a. The facility will provide a safe and sanitary food production, distribution and storage to residents. These practices will meet all applicable standards set for safe food handling.

b. The facility will plan menus to meet currently recommended dietary allowances.

c. Individual nutritional requirements will be met, taking into consideration residents' preferences.

3.08 ACTIVITIES

The facility must plan and facilitate appropriate recreation and leisure activities to meet individual needs as specified in the statement of needed care.

3.09 RESIDENT'S RIGHTS

The provider must inform each resident and have written policies and procedures that ensure the following rights for each resident:

a. **General.** All residents have the right to:

- (1) Be treated with respect, dignity and consideration.
- (2) Nondisclosure of records and information obtained or kept by the CRC facility staff, except in accordance with the requirements of applicable law.
- (3) Review their own records kept by the CRC facility.
- (4) Exercise rights as a citizen.
- (5) Voice grievances and make recommendations concerning policies and procedures of the facility.

b. **Financial Affairs**

Residents must be allowed to manage their own personal financial affairs except when restricted in this right by law. If the resident requests assistance in managing personal financial affairs, the request must be documented.

c. **Privacy**

- (1) Access to a phone with reasonable privacy should be available.
- (2) Mail will be sorted and delivered unopened and uncensored.

(3) Residents will have privacy of self and possessions.

d. Work

No resident will perform household duties, other than personal housekeeping tasks, unless the resident receives compensation for these duties or is told in advance they are voluntary and the patient agrees to do them.

e. Freedom of Association

(1) Residents may receive and associate freely with persons and groups of their own choosing both within and outside of the facility in accordance with the facility (house) rules, set forth in the agreement between the resident and the facility operator.

(2) Residents may leave and return freely to the facility in accordance with the house rules, set forth in the agreement between the resident and the facility operator.

(3) Residents may practice the religion of their own choosing or choose to abstain from religious practice.

f. Transfer or Withdraw

A resident has the right to request a transfer to another facility or withdraw from the program.

3.10 RECORDS

a. The facility must maintain patient records in a secure place.

b. Facility records must include the following:

(1) A copy of the statement of needed care.

(2) Emergency notification procedures.

(3) A copy of all signed agreements with the resident or the resident's fiduciary.

(4) A record of all financial transactions with the resident or the resident's fiduciary.

c. Record maintenance will comply with State and local law.

d. Records may only be disclosed with the resident's permission, or when required by law.

3.11 STAFF REQUIREMENTS

a. Sufficient, qualified staff must be on duty and available to care for the resident and ensure the health and safety of each resident.

b. The CRC provider and staff must have adequate education, training and or experience to maintain the facility.

3.12 EXCEPTIONS TO STANDARDS

a. Facilities that participated in the CRC Program prior to June 14, 1989, may continue to be approved if all standards other than the bathroom and bedroom standards are met and the following conditions exist:

(1) There is at least one functional toilet, lavatory, and bathing or shower facility for every eight people living in the facility including the provider and staff; and,

(2) The residents' bedrooms measure, exclusive of closet space, at least 80 square feet for a single-resident room or 65 square feet for each resident in a multi-resident room.

b. CRC facilities which do not meet the requirements for continued approval because they do not comply with the above stated exceptions may apply in writing to the Secretary for an exception. Requests will be reviewed by the ACMD (Assistant Chief Medical Director) for Geriatrics and Extended Care (145A). The ACMD will notify the approving official of the application and write a response to the application for the Secretary's approval. The application must include a description of the facility, including a description of the bathroom and/or the bedroom, and an analysis of alternative solutions.