

Inclusions

- ✓ Completion of AHCA Application (*does not include PFA*)
- ✓ Policy & Procedures for facility with organization chart
 - Included Automated External Defibrillator for facilities greater than 17 residents
- ✓ Resident Binders
 - Resident Contract
 - Resident Admission Package
 - Resident Health Assessment Form
 - Resident Policy & Procedures
- ✓ Staff Binders
 - Staff / Employment Package
 - Staff Policy & Procedures
 - Staff Orientation Sign off
 - Staff Job Descriptions including Administrative positions
- ✓ Medication Binder
 - Medication Policy & Procedures
 - Medication Training Manual
 - Medication Observation Record
- ✓ Facility Binder
 - Prepare Binder with all required sections for inspection and emergency evacuation
- ✓ Emergency Plan w/ EPP
 - Complete Comprehensive Emergency Plan compliant with county
- ✓ Fire Plan
 - Complete Comprehensive Fire Plan compliant with Florida & County Rules & Regulations
- ✓ Display Packages
- ✓ Medicaid Application
 - Complete Medicaid Application for Authorized Provider Number with NPI
 - Process can take up to 180 days
- ✓ Orientation for Administrator
- ✓ Present during AHCA Initial Inspection (additional cost may occur, depending on location)

Other items may be incorporated as the AGENCY can add requirements during your period to prepare for an inspection.