



Things to Know Before Choosing an Independent Living Community

The following checklist contains information that you will want to have prior to choosing an independent living community in Kentucky. As you narrow down your choices, remember that every independent living community is unique. Be sure to make several visits, at various times of the day, and request additional information where needed. This will allow you to make an informed decision.

Independent living is not certified or licensed in the Commonwealth of Kentucky.

Services Offered by the Independent Living Community

- Not all independent living communities offer dining services. However, those that do offer at least one meal and snacks daily.
- Scheduled daily social activities that address the general preferences of clients

Atmosphere

- The employees treat clients, visitors and other employees in a friendly and respectful manner
- Clients socialize with each other and appear happy
- Visitors are welcome in the independent living community

Community Features

- This is a convenient location
- The grounds and décor are attractive
- Individual living units (i.e. apartments) are furnished or unfurnished. Unfurnished units allow residents to bring their own furniture, if desired.
- Each living unit has a bathtub or shower
- Each living unit has a lockable door
- Each living unit has a window to the outdoors
- Each living unit has a telephone jack
- There are provisions for emergency response in each living unit (i.e. pull cord, alarm, pendant, etc.)
- Each living unit has an individual thermostat control if the independent living community has more than 20 living units
- Access is provided to a laundry facility
- Central dining is available if a kitchen and dining area are located in the building
- There is a common living room area
- Doorways, hallways and living units provide the space needed by clients who use walkers,



Things to Know Before Choosing an Independent Living, continued

wheelchairs, scooters, etc.

- Elevators are available if the independent living community has more than one story
- Each living unit has a kitchenette with a refrigerator, sink and microwave oven
- There is good natural and artificial lighting
- It is possible to share a living unit with a spouse or another individual under mutual agreement

Lease Agreement

- The lease agreement is a contract between the client and the independent living community. It must be made available to the client for review before signing, and must be printed in no smaller than twelve (12) point type.
- Other required information includes the following:
 - Policy regarding termination of the lease agreement
 - Terms of occupancy
 - General services and fee structure
 - Information about specific services provided, description of the living unit, and fees
 - Provisions for modifying client services and fees
 - Minimum of thirty (30) day notice for a change in the community's fee structure
 - Minimum of thirty (30) day move-out notice for non-payment
 - Refund and cancellation policies
 - Description of any special programming, staffing, or training
 - Other community rights, policies, practices, and procedures
 - Written policies about a client contracting or arranging to receive additional services from an outside agency or individual
 - Grievance policies related to complaints

Employee Qualifications and Requirements

- The independent living community has a designated manager with management or administrative ability
- Criminal records checks are conducted on employee applicants
- No employee who has an active, communicable disease is permitted to work



Things to Know Before Choosing an Independent Living Community, continued

Food Services (if provided)

- The meal schedule and menus are posted
- Clients are permitted to dine in their living units

Social, Recreational & Spiritual Activities

- There is an activities program
- Activities are posted in advance
- Volunteers and families are encouraged to participate in activities
- Clients have access to religious activities