

59A-36.015 Records.

The facility must maintain required records in a manner that makes such records readily available at the licensee's physical address for review by a legally authorized entity. If records are maintained in an electronic format, facility staff must be readily available to access the data and produce the requested information. For the purposes of this section, "readily available" means the ability to immediately produce documents, records, or other such data, either in electronic or paper format, upon request.

(1) FACILITY RECORDS. Facility records must include:

(a) through (j) no change

(k) All fire safety inspection reports issued by the local authority or the State Fire Marshal pursuant to section ~~429.435~~ 429.44, F.S., and rule chapter 69A-40, F.A.C., issued within the last 2 years.

(l) through (o) no change

(p) The facility's policies and procedures pursuant to section 59A-36.007(10), F.A.C., which must also address:

1. Sharps safety and disposal practices including, but not limited to, safe usage of glucometers and lancets;

2. Medication practices;

3. Staff identification, reporting, and prevention of pest infestations such as bedbugs, lice, fleas, and scabies.

(q) The facility's abuse prevention policies and procedures.

~~(r)(p)~~ For facilities licensed as limited mental health, extended congregate care, or limited nursing services, records required as stated in rules 59A-36.020, 59A-36.021 and 59A-36.022, F.A.C., respectively.

(2) No change

(3) RESIDENT RECORDS. Resident records must be maintained on the premises and include:

(a) Resident demographic data as follows:

1. Name;

2. Sex;

3. Race;

4. Date of birth;

5. Place of birth, if known;

6. Social security number;

7. Medicaid and/or Medicare number, or name of other health insurance carrier,

8. Name, address, and telephone number of next of kin, legal representative, or individual designated by the resident for notification in case of an emergency; and

9. Name, address, and telephone number of the resident's health care practitioner provider and case manager, if applicable.

(b) A copy of the Resident Health Assessment form, AHCA Form 1823 or the health care practitioner's medical examination form described in rule 59A-36.006, F.A.C.

(c) through (d) no change

(e) The resident care record described in paragraph 59A-36.007(1)(f) ~~(e)~~, F.A.C.

(f) A weight record that is initiated on admission. Information may be taken from AHCA Form 1823 or the resident's health assessment. Residents receiving assistance with the activities of daily living must have their weight recorded semi-annually. This subsection does not apply to residents who are receiving licensed hospice services when such residents, their representatives, or their physicians request in writing that weights not be taken.

(g) through (o) no change

(p) For independent living residents who receive meals and occupy beds included within the licensed capacity of an assisted living facility, but who are not receiving any personal, limited nursing, or extended congregate care services, record keeping may be limited to a log listing the names of residents participating in this arrangement. ~~the following at the discretion of the facility:~~

~~1. A log listing the names of residents participating in this arrangement,~~

~~2. The resident demographic data required in this paragraph,~~

~~3. The health assessment described in rule 59A-36.006, F.A.C.,~~

~~4. The resident's contract described in rule 59A-36.018, F.A.C.; and,~~

~~5. A health care provider's order for a therapeutic diet if such diet is prescribed and the resident participates in the meal plan offered by the facility.~~

(q) through (r) no change

(4) No change

Rulemaking Authority 429.41, 429.275 FS. Law Implemented 429.24, 429.255, 429.256, 429.26, 429.27, 429.275, 429.35, 429.41, 429.52 FS. History—New 5-14-81, Amended 1-6-82, 5-19-83, 9-17-84, Formerly 10A-5.24, Amended 10-20-86, 6-21-88, 8-15-90, 9-30-92, Formerly 10A-5.024, Amended 10-30-95, 4-20-98, 11-2-98, 10-17-99, 7-30-06, 10-9-06, 4-17-14, Formerly 58A-5.024, 7-1-19, _____.

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