The following are not required during AFH relocation inspections as they should be found in the currently licensed home and not moved prior to licensure of the new location; they will need to be in place upon licensure when the residents are moved:

* Orientation checklist for new staff
* Emergency evacuation drill log
* Accident/injury log
* Medication log
* Policies:
  + Prohibiting Abandonment, Abuse, Neglect and Exploitation
  + Acceptance of Medicaid as a payment source
  + Contacting Emergency Medical Services, and
  + Medication Disposal
* Resident sample record
* Postings
* No furniture required
* No need to require the working telephone line
* Call bell system – Clarify with the applicant whether or not they have a call bell system currently in use at the old home. If they do NOT and one will be required for the new home, then they will need to have it in working order in the new home prior to recommending licensing. We do not expect the home to remove a currently installed system just for the inspection.
* Laundry – talk about laundry plan especially if the plan involves navigating near the kitchen
* Kitchen – Not required to be stocked
* Fire extinguishers
* Medication storage – Home should have a plan in place but not required to remove current system from currently licensed home for the inspection.
* Emergency supplies