**Best Practices Residential Facilities**

* Follow facility sign in/out procedure
* Attempt to adhere to reasonable visiting hours
* Understand basic workings of Residential facilities and roles of staff
* Prearrange visits and private space for meetings
* Provide Residential Introduction Letter to staff
* Provide your business card (if available)
* Wear appropriate organization identification
* Attain contact information of staff
* Be mindful of staff’s duties and time. They have multiple residents they tend to
* Do not go into resident rooms without asking the resident first. Always knock first and wait for response before entering their room. Residents may be in shared rooms
* Ask the client, when applicable, if they would like you to attend their annual CARE assessment
* Notify, when applicable, your client’s HCS/AAA/DDA worker for care coordination
* Bring general Health Home program educational materials to leave with resident and facility staff as applicable