



Office of Health Assurance and Licensing  
**RESIDENTIAL CARE FACILITY**  
**Initial Application – Notice of Readiness**

**Notice of Readiness for Residential Care Facility Licensure Inspection**

The Ohio Department of Health, Office of Health Assurance and Licensing, will attempt to schedule an inspection within eight (8) weeks of receiving a complete application and a “Notice of Readiness” form. The home may admit up to, but no more than, two (2) residents before the home has received a residential care facility license.

By completing this form, the operator attests to meeting all applicable residential care facility licensure requirements set forth in Chapter 3721. of the Revised Code (RC) and Chapter 3701-17 of the Ohio Administrative Code (OAC). Below is a list of requirements. The list is not intended to be all inclusive:

<b>Requirement</b>	<b>Law/Rule Reference</b>
Residents’ rights notices/policies/postings	RC 3721.12 and 3721.13
Personnel Qualifications	OAC 3701-17-54 & 3701-17-55
Administrator	OAC 3701-17-54 & 3701-17-55
Nursing Staff	OAC 3701-17-54
On-duty and sufficient staff	OAC 3701-17-54
Training and Education	OAC 3701-17-55
Resident Health Assessments	OAC 3701-17-58 and OAC 3701—17-62
All policies and procedures, including, but not limited to:	
Residents’ Rights	RC 3721.12 and OAC 3701-17-57
Advance Directives	OAC 3701-17-57
Smoking	OAC 3701—17-57 and 3701-17-63
Risk Assessment Agreements	OAC 3701-17-57
Pets, if applicable	OAC 3701-17-61
Dietary Services	OAC 3701-17-60
Infection control	OAC 3701-17-62
Resident Activated Call System in good working order	OAC 3701-17-54 and OAC 3701-17-64
Personal Care and Skilled Care Services	OAC 3701-17-59
Handling and Administration of Medication	OAC 3701-17-59
Special Diets and Dietary Services	OAC 3701-17-59 and OAC 3701-17-60
Kitchen and food service facilities	OAC 3701-17-60
Social, Recreational and Leisure Activities	OAC 3701-17-61
Resident Finances	OAC 3701-17-61
Transfer Agreement	OAC 3701-17-63
Automatic Fire Extinguisher and Alarm System	OAC 3701-17-63
Written Disaster Preparedness Plan and postings	OAC 3701-17-63
Resident Unit Space; Dining Area; Bathrooms	OAC 3701-17-64
Building Heating, Electric and Maintenance; Furnishings; necessary supplies and equipment	OAC 3701-17-65
Temperature Regulation	OAC 3701-17-66



**Name of Home:**

**Address of Home:**

**By signing this document, I am stating that the home listed above is or will be ready for licensure inspection on . I understand that failure to be ready for inspection on this date may result in a denial of the license application.**

**Print/type name and title of undersigned:**

**Signature:**