

## FOOTHILLS GATEWAY, INC.

### Housing Quality Standards for Residential

#### PROCEDURE:

- All Residential sites utilized by Foothills Gateway's Residential program will meet Housing Quality Standards (including Host Home and Back-up Residential Services (BURS) sites that are used for overnight stays).
- An initial Housing Quality Standards (HQS) inspection is done by an inspector trained in HQS. This may be an FGI staff person or a Department of Housing (DOH) Inspector. The inspection will be completed prior to the person moving into a residence, including Host Homes when practicable. At a minimum the HQS inspection will be done within a reasonable timeframe after a move. Internal, annual HQS inspections for BURS and Host Homes are filed in the residential main file.
- When a BURS provider is also a Host Home Provider, the initial inspection for the host home is to be completed by a DOH Inspector. The residential staff will assure that they complete the initial residential inspection in case a DOH inspector is unable to do so.
- All residential staff who are responsible for placing individuals and monitoring individuals in their homes must complete the HQS training. This allows them to be aware of the requirements to assure residential sites are meeting the standards.
- Independent Contractors (Host Home Providers) are responsible for maintenance of their homes. Residential staff *regularly* monitor the condition of the independent contractor's home. Any health and safety issues will be marked for follow up on the appropriate monitoring form.
- The homes of BURS providers (used for overnight care) must meet Housing Quality Standards for Residential. BURS HQS inspections are done by Residential staff.
- Annual HQS inspections are completed by Residential staff. This is done to assure maintenance of safety standards as noted in all HQS inspections.

1/93; ... 11/21; 11/22; 11/23