

ALF RECORDS DURATION OF MAINTENANCE

ALFS MUST MAINTAIN FACILITY, RESIDENT, AND STAFF RECORDS FOR A CERTAIN LENGTH OF TIME. THE LENGTH OF TIME VARIES DEPENDING ON THE RECORD TYPE - BUT THERE ARE SOME CONSISTENCIES.

5 YEARS

RESIDENT CONTRACTS
SURVEY INSPECTION REPORTS (AGENCY)
NOTICE OF SANCTIONS OR MORATORIUMS



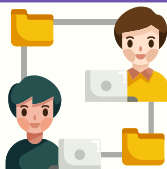
2 YEARS

RESIDENT RECORDS (NOT CONTRACTS)
FIRE SAFETY INSPECTION REPORT (LOCAL AHJ)
FOOD SERVICE RECORDS & INSPECTION REPORTS (DOH)
SANITATION INSPECTION REPORTS (DOH)



6 MONTHS

STAFF SCHEDULES
STAFF TIME SHEETS (17+ UNITS)
MENUS AS SERVED



CHECK THE REGS

S. 429 PART I FS ASSISTED LIVING

S. 59A-36.012 FAC FOOD SERVICE

S. 59A-36.015 FAC RECORDS

WHAT WE DO

ALF ADMINISTRATOR CORE TRAINING
ALF COMPETENCY TEST PREP COURSE
ALF ADMINISTRATION 101: FLORIDA



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