

Care Home Sale Checklist

1. Inventory of Fixtures and Fittings
2. List of Employees
3. Copy of Standard Employment Contract and any Contracts that are not in the standard form
4. If there are any items on HP/Lease, a list of the items and a copy of the Lease Agreement
5. Any Planning Permissions or Building Regulations Consents that you have
6. A copy of the current CQC Certificate
7. A copy of the last Local Authority Environmental Health Check with confirmation that any issues raised have been dealt with
8. A copy of the Fire Risk Assessment and any correspondence from the Fire Authority following any recent inspections
9. A copy of the Asbestos Audit
10. A list of residents and copies of the residents' Contracts
11. The two most recent Regulation 26 Reports (if relevant)
12. The latest Periodic Inspection Report in respect of electrical installations
13. Any Safety Certificate for the gas appliances
14. The latest Inspection Report for the Fire Alarm
15. The latest Inspection Report for the emergency lighting
16. A copy of the Health & Safety Report
17. Any Inspection Reports for nursecall systems, lifts, baths, wheelchairs and hoists.
18. Copies of the current Statement of Purpose and Service Users Guide.
19. Copies of any contracts that the purchaser will take over such as maintenance of equipment, clinical waste, laundry equipment.

If you would like to know more about this topic or our legal services, please contact Mark Williams on 01323 435955 or mew@gabyhardwicke.co.uk

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