

7.3.1 DEMENTIA-FRIENDLY ENVIRONMENTAL SCAN – EXAMPLE

This completed example demonstrates how a community organization might use the Dementia-Friendly Environmental Scan Template. It is provided for guidance only and illustrates realistic observations and follow-up actions.

1. SITE INFORMATION (EXAMPLE)

Site / Organization Name	Address / Location	Type of Space	Date of Scan	Conducted By
West River Public Library	123 Main Street, West River	Public Library	June 10, 2026	Healthy Brain Steering Committee

2. WALK-THROUGH OBSERVATIONS (EXAMPLE)

Area Reviewed	What Is Working Well	Challenges or Barriers Observed	Immediate Fixes Identified	Notes
Entrance & Parking	Entrance is well-lit and free of clutter.	Glass doors lack markings	Apply frosted vinyl decals at eye level on glass doors.	High priority
Signage & Wayfinding	Clear exterior signage; staff desk visible	Restrooms not clearly marked	Add restroom signs near entrance	High priority
Lighting	Bright natural light in reading areas	Glare near front windows in afternoon	Adjust blinds during peak hours	
Flooring & Visual Contrast	Non-slip flooring throughout	Dark floor pattern near entrance may look like a step	Add contrasting mat	Monitor
Noise & Distractions	Generally quiet environment	Printer noise near seating area	Relocate seating slightly	
Safety & Accessibility	Wide aisles and clear pathways	Limited seating near entrance	Add bench or chair	Low cost
Staff & Support	Staff friendly and helpful	No private area for sensitive conversations	Identify small meeting room	Discuss with staff

3. PRIORITY IMPROVEMENTS (EXAMPLE)

Priority Improvement	Area Addressed	Estimated Level of Effort	Responsible Party	Target Completion Date
Add restroom signage	Wayfinding	Low	Library staff	July 2026
Add seating near entrance	Safety & comfort	Low	Library staff	August 2026
Adjust window glare	Lighting	Low	Facilities	June 2026

4. FOLLOW-UP & PROGRESS TRACKING (EXAMPLE)

Improvement Action	Status	Date Completed	Notes
Restroom signage installed	Completed	June 25, 2026	Clear and visible
Seating added near entrance	In Progress		Bench ordered
Window glare adjusted	Completed	June 12, 2026	Staff managing blinds

5. SUMMARY & NEXT STEPS (EXAMPLE)

Key strengths identified:

The library is welcoming, well-lit, and easy to navigate with supportive staff.

Key opportunities for improvement:

Improve restroom signage and seating availability near the entrance.

Next steps or recommendations:

Reassess the environment in six months and explore additional dementia-friendly training for staff.