



EED Regulatory Readiness Checklist (Inpatient Units)
Day of Survey

Criteria
<p>Consider Location for Meeting with JC Surveyor</p> <ul style="list-style-type: none"><input type="checkbox"/> Determine a location on your unit where the surveyors can have discussions with staff that allow confidentiality and privacy.<input type="checkbox"/> Ensure room is clean, clutter free and showcases positive aspects of care on the unit.
<p>Documentation</p> <ul style="list-style-type: none"><input type="checkbox"/> Review your Nurse Manager Dashboard for areas of risk<input type="checkbox"/> Be aware of patients receiving blood, in restraints, on suicide precautions, recent post-operative patients, patients experiencing pain and new admissions from the Emergency Department<input type="checkbox"/> Ensure medication reconciliation and review is complete<input type="checkbox"/> Physiologic monitoring orders match monitor settings<input type="checkbox"/> Restraint orders and documentation consistent with type and number of restraints observed on the patient<input type="checkbox"/> HCP (Health Care Proxy) or documentation regarding HCP discussion, present in record<input type="checkbox"/> Progress notes reflect the Plan of Care<input type="checkbox"/> Ensure Nursing Plan of Care includes all required components and is up to date<input type="checkbox"/> Risk assessment scales (e.g., Braden, Morse) completed per standards
<p>General</p> <ul style="list-style-type: none"><input type="checkbox"/> Patient's health information is protected from view<input type="checkbox"/> No clutter, food or uncovered drinks in nurse's station and common areas<input type="checkbox"/> Hallways, stairwells and exits are clear of obstructions. All items are located on one side of hallway. The only equipment permitted in hallways are: code carts, defibrillators and precaution carts that are in use.<input type="checkbox"/> Medical gas shutoff valves, fire extinguishers, and alarm pull stations are not blocked<input type="checkbox"/> Clean linen cart is covered and no linen or pillows on top<input type="checkbox"/> O2 tanks secured in holders and in designated locations (no more than 12 full canisters per location)<input type="checkbox"/> Nothing within 18" of fire sprinkler head (storage against wall is exempt)<input type="checkbox"/> Code cart locked, clean, accessible and log checked daily (only current month's log is present on cart)<input type="checkbox"/> Defibrillators plugged into red power outlets, electrodes and defibrillator pads intact and up to date<input type="checkbox"/> Glucometer clean, not visibly soiled<input type="checkbox"/> Refrigerator temp logs are up to date and within range<input type="checkbox"/> No staff food in patient food refrigerators<input type="checkbox"/> Nothing under sinks except cleaning chemicals. <u>NO supplies or equipment</u>
<p>Med room / Omnicell Area</p> <ul style="list-style-type: none"><input type="checkbox"/> Doors are secured, access limited to authorized personnel only<input type="checkbox"/> All meds are secured and stored in appropriate location<input type="checkbox"/> No IV bags out of packaging<input type="checkbox"/> Pill cutters are individual, labeled and stored in patient specific bin<input type="checkbox"/> Patient's own meds are appropriately stored



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- Multi-dose Insulin dated when opened with last date they can be used (28 days)
- No medications stored on counter (especially insulin vials)
- Different types of insulin are stored separately in Omnicell

Tubed Meds

- All tubed meds put away in a secured place not accessible to unauthorized persons

Patient rooms

- No overfilled sharps containers (replace when $\frac{3}{4}$ full)
- General cleanliness; no extra linen / supplies
- No equipment/supplies or personal belongings are stored on window sills
- No syringes/meds left unattended in-patient rooms

Clean utility room

- Doors are always locked (authorized personnel only)
- No dirty items
- No storage of patient personal belongings
- No bags or boxes stored on the floor
- No storage of outside cardboard shipping boxes
- No loose items under supply carts
- No supplies on the floor
- All storage 18 inches from sprinkler heads (storage against wall is exempt)

Dirty utility room

- Reusable instrument container has ONLY appropriate reusable instruments that are in open position and wet with Prepzyme**
- Doors closed with negative pressure air flow
- No clean items stored in dirty utility room
- No IV fluids hanging in dirty utility room
- No storage of cleaning equipment and supplies
- No storage of patient personal belongings
- Counters are soil/clutter free
- Floors are clutter free, allowing access to sink, hopper, and door
- Red biohazard containers are covered
- Discard used vases (infection control)

POC Testing

- Ensure all controls and strip containers are dated correctly and within expiration date