



EED Regulatory Readiness Checklist (Inpatient Units)
Day of Survey

Meeting Room

- Determine a location on your unit where the surveyors can have discussions with staff that allow confidentiality and privacy. Check condition of room.

Documentation

- Review your Dashboard for areas of risk
- Medication reconciliation
- Physiologic monitoring orders match monitor settings
- Restraint order and documentation consistent with type and number of restraints observed on the patient
- HCP or documentation regarding HCP discussion, present in record
- Progress notes reflect the Plan of Care
- Synopsis in progress note describes updated status of patient
- Risk assessment scales (e.g., Braden, Morse) completed per standards

General

- Patient's health information is protected from view
- No clutter, food or uncovered drinks in nurse's station and common areas
- Hallways, stairwells and exits are clear of obstructions. All items are located on one side of hallway
- Medical gas shutoff valves, fire extinguishers, and alarm pull stations are not blocked
- Clean linen cart is covered *all the time*
- O2 tanks secured in holders and in designated locations (no more than 12 full canisters per location)
- Nothing within 18" of fire sprinkler head (storage against wall is exempt)
- Code cart locked, clean, accessible and log checked daily (only current month's log is present on cart)
- Defibrillators plugged into red power outlets, electrodes and defibrillator pads intact and up to date
- Glucometer clean, no visible soil
- Glucometer control solutions dated upon opening and within expiration date
- Refrigerator temp logs are up to date
- No staff food in patient food refrigerators
- Nothing under sinks except cleaning chemicals. NO supplies or equipment

Med room / Omnicell Area

- Doors are secured, access limited to authorized personnel only
- All meds are secured and stored in appropriate location
- Pill cutters are individual, labeled and stored in patient specific bin
- Multi-dose Insulin and Tuberculin vials
 - Dated when opened with last date they can be used (28 days)
 - No expired vials in use



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- No vials stored on counter
- 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 syringes/meds left unattended in patient rooms

Dirty utility room

- Doors closed
- 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
- Dedicated area identified for POC testing
- Hemoccult logs complete; lot numbers on developer and card match lot numbers in log
- Floors are clutter free, allowing access to sink, hopper, and door
- Red biohazard containers are covered
- Discard used vases (infection control)

Clean utility room

- Doors are locked at all times (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)