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Access/Safety

Site Access/Safety Survey Criteria	Yes	No	N/A	Wt	Site Score
<p>A. Site is accessible and useable by individuals with physical disabilities. 3 CCR §504; 24 CCR (CA Building Standards Code); 28 CFR §35 (American Disabilities Act of 1990, Title II, Title III)</p> <p>Sites must have the following safety accommodations for physically disabled persons:</p>					
1) Clearly marked (blue) curb or sign designating disabled-parking space near accessible primary entrance.	1)_____	1)_____	1)_____	1	
2) Pedestrian ramps have a level landing at the top and bottom of the ramp.	2)_____	2)_____	2)_____	1	
3) Exit doorway openings allow for clear passage of a person in a wheelchair.	3)_____	3)_____	3)_____	1	
4) Accessible passenger elevator or reasonable alternative for multi-level floor accommodation.	4)_____	4)_____	4)_____	1	
5) Clear floor space for wheelchair in waiting area and exam room.	5)_____	5)_____	5)_____	1	
6) Wheelchair accessible restroom facilities or reasonable alternative.	6)_____	6)_____	6)_____	1	
7) Wheelchair accessible hand washing facilities or reasonable alternative.	7)_____	7)_____	7)_____	1	



Comments: Write comments for all “No” (0 points) and “N/A” scores.

Site Access/Safety Survey Criteria	Yes	No	N/A	Wt.	Site Score
<p>B. Site environment is maintained in a clean and sanitary condition. 8 CCR §5193; 28 CCR §1300.80</p> <p>1) All patient areas including floor/carpet, walls, and furniture are neat, clean and well maintained.</p> <p>2) Restrooms are clean and contain appropriate sanitary supplies</p>	<p>1)_____</p> <p>2)_____</p>	<p>1)_____</p> <p>2)_____</p>	<p>1)_____</p> <p>2)_____</p>	<p>1</p> <p>1</p>	
<p>C. Site environment is safe for all patients, visitors and personnel. 8 CCR §3220; 22 CCR §53230; 24 CCR, §2, §3, §9; 28 CCR §1300.80; 29 CFR §1910.301, §1926.34</p> <p>There is evidence that staff has received safety training and/or has safety information available in the following:</p> <p>1) Fire safety and prevention</p> <p>2) Emergency non-medical procedures (e.g. site evacuation, workplace violence)</p> <p>The following fire and safety precautions are evidenced on site:</p> <p>3) Lighting is adequate in all areas to ensure safety.</p> <p>4) <u>Exit doors and aisles are unobstructed and egress (escape) accessible.</u></p> <p>5) Exit doors are clearly marked with “Exit” signs.</p> <p>6) Clearly diagramed “Evacuation Routes” for emergencies are posted in a visible location.</p> <p>7) Electrical cords and outlets are in good working condition.</p> <p>8) At least one type of fire fighting/protection equipment is accessible at all times.</p>	<p>1)_____</p> <p>2)_____</p> <p>3)_____</p> <p>4)_____</p> <p>5)_____</p> <p>6)_____</p> <p>7)_____</p> <p>8)_____</p>	<p>1)_____</p> <p>2)_____</p> <p>3)_____</p> <p>4)_____</p> <p>5)_____</p> <p>6)_____</p> <p>7)_____</p> <p>8)_____</p>	<p>1)_____</p> <p>2)_____</p> <p>3)_____</p> <p>4)_____</p> <p>5)_____</p> <p>6)_____</p> <p>7)_____</p> <p>8)_____</p>	<p>1</p> <p>1</p> <p>1</p> <p>2</p> <p>1</p> <p>1</p> <p>1</p> <p>1</p>	

Comments: Write comments for all “No” (0 points) and “N/A” scores.

Site Access/Safety Survey Criteria	Yes	No	N/A	Wt	Site Score
D. Emergency health care services are available and accessible 24 hours a day, 7 days a week.					
22 CCR §51056, §53216; 28 CCR §1300.67; 42 USC §139.5 (d) 					
1) Personnel are trained in procedures/action plan to be carried out in case of medical emergency on site.	1) _____	1) _____	1) _____	1	
2) Emergency equipment is stored together in easily accessible location.	2) _____	2) _____	2) _____	1	
3) Emergency phone number contacts are posted.	3) _____	3) _____	3) _____	1	
Emergency medical equipment appropriate to practice/patient population is available on site:					
4) <u>Airway management: oxygen delivery system, oral airways, nasal cannula or mask, Ambu bag.</u>	4) _____	4) _____	4) _____	2	
5) Anaphylactic reaction management: Epinephrine 1:1000 (injectable), Benadryl 25 mg. (oral) or Benadryl 50 mg./ml. (injectable), tuberculin syringes, alcohol wipes.	5) _____	5) _____	5) _____	1	
6) Medication dosage chart (or other method for determining dosage) is kept with emergency medications.	6) _____	6) _____	6) _____	1	
There is a process in place on site to:					
7) Document checking of emergency equipment/supplies for expiration and operating status at least monthly.	7) _____	7) _____	7) _____	1	
8) Replace/re-stock emergency equipment immediately after use.	8) _____	8) _____	8) _____	1	



Comments: Write comments for all “No” (0 points) and “N/A” scores.

Site Access/Safety Survey Criteria	Yes	No	N/A	Wt.	Site Score
<p>E Medical and lab equipment used for patient care is properly maintained. CA Health & Safety (H&S) Code, §1374.30, §111255; 28 CCR §1300.80; 21 CFR §800-1299; 21 USC §201 (h)  </p> <p>1) Medical equipment is clean, functioning properly and maintained in operational condition. 2) Written documentation demonstrates the appropriate maintenance of all specialized medical equipment according to equipment manufacturer’s guidelines.</p>	<p>1)_____</p> <p>2)_____</p>	<p>1)_____</p> <p>2)_____</p>	<p>1)_____</p> <p>2)_____</p>	<p>1</p> <p>1</p>	
<p>Comments: Write comments for all “No” (0 points) and “N/A” scores.</p> <p style="text-align: right;">TOTALS</p>					


2. Personnel

Site Personnel Survey Criteria	Yes	No	N/A	Wt	Site Score
<p>A. Professional health care personnel have current California Licenses and Certifications. CA Business & Professional (B&P) Code §2050, §2585, §2725, §2746, §2834, §3500, §4110</p> <p>1) All required Professional Licenses and Certifications, issued from the appropriate licensing/certification agency, are current.</p>	1)_____	1)_____	1)_____	1	
<p>B. Health care personnel are properly identified. CA B&P Code §680, AB 1439</p> <p>1) Health care personnel wear identification badges/tags printed with name and title.</p>	1)_____	1)_____	1)_____	1	



Comments: Write comments for all “No” (0 points) and “N/A” scores.

Site Personnel Survey Criteria	Yes	No	N/A	Wt	Site Score
C. Site personnel are qualified and trained for assigned responsibilities.					
CA B&P Code §2069; 16 CCR §1366; 22 CCR §75034, §75035  					
1) <u>Only qualified/trained personnel retrieve, prepare or administer medications.</u>	1) _____	1) _____	1) _____	2	
2) Only qualified/trained personnel operate medical equipment.	2) _____	2) _____	2) _____	1	
3) Documentation of education/training for non-licensed medical personnel is maintained on site.	3) _____	3) _____	3) _____	1	



Comments: Write comments for all “No” (0 points) and “N/A” scores.

Site Personnel Survey Criteria	Yes	No	N/A	Wt	Site Score
<p>D. Scope of practice for non-physician medical practitioners is clearly defined. 16 CCR §1379, §1399.540, §1399.545, §1474, CA B&P Code §2725.1 </p> <p>1) Standardized Procedures define the scope of services provided by Nurse Practitioners (NP) and/or Certified Nurse Midwives (CNM).</p> <p>2) A Delegation of Services Agreement defines the scope of services provided by Physician Assistants (PA) and Supervisory Guidelines define the method of supervision by the Supervising Physician.</p> <p>3) Standardized Procedures, Delegation of Services Agreements and Supervisory Guidelines are revised, updated <u>and</u> signed by the supervising physician and NPMP when changes in scope of services occur.</p> <p>4) Each NPMP that prescribes controlled substances has a valid DEA Registration Number.</p>	<p>1) _____</p> <p>2) _____</p> <p>3) _____</p> <p>4) _____</p>	<p>1) _____</p> <p>2) _____</p> <p>3) _____</p> <p>4) _____</p>	<p>1) _____</p> <p>2) _____</p> <p>3) _____</p> <p>4) _____</p>	<p>1</p> <p>1</p> <p>1</p> <p>1</p>	


Comments: Write comments for all “No” (0 points) and “N/A” scores.

Site Personnel Survey Criteria	Yes	No	N/A	Wt	Site Score
<p>E. Non-physician medical practitioners (NPMP) are supervised according to established standards. 22 CCR §51240, §51241  </p> <p>The designated supervising physician(s) on site:</p> <p>1) ratio to number of NPMPs does not exceed established ratios in any combination.</p> <p> a) 1:4 Nurse Practitioners</p> <p> b) 1:3 Certified Nurse Midwives</p> <p> c) 1:2 Physicians Assistants</p> <p>2) The designated supervising or back-up physician is available in person or by electronic communication at all times when a NPMP is caring for patients.</p>	<p>1)_____</p> <p>2)_____</p>	<p>1)_____</p> <p>2)_____</p>	<p>1)_____</p> <p>2)_____</p>	<p>1</p> <p>1</p>	

Comments: Write comments for all “No” (0 points) and “N/A” scores.


Site Personnel Survey Criteria	Yes	No	N/A	Wt	Site Score
<p>F. Site personnel receive safety training/information. 8 CCR §5193; CA H&S Code §117600; CA Penal Code §11164, §11168; 29 CFR §1910.1030  </p> <p>There is evidence that site staff has received training and/or information on the following:</p> <p>1) Infection control/universal precautions</p> <p>2) Blood Borne Pathogens Exposure Prevention</p> <p>3) Biohazardous Waste handling</p> <p>4) Child/Elder/Domestic Violence Abuse</p>	<p>1) _____</p> <p>2) _____</p> <p>3) _____</p> <p>4) _____</p>	<p>1) _____</p> <p>2) _____</p> <p>3) _____</p> <p>4) _____</p>	<p>1) _____</p> <p>2) _____</p> <p>3) _____</p> <p>4) _____</p>	<p>1</p> <p>1</p> <p>1</p> <p>1</p>	

Comments: Write comments for all “No” (0 points) and “N/A” scores.



Site Personnel Survey Criteria	Yes	No	N/A	Wt	Site Score
<p>G. Site personnel receive training and/or information on member rights. 22 CCR §51009, §51014.1, §51305.1, §53452, §53858; 28 CCR §1300.68 </p> <p>There is evidence that site staff has received training and/or information on the following:</p> <p>1) Patient Confidentiality</p> <p>2) Informed consent, including Human Sterilization</p> <p>3) Prior Authorization requests</p> <p>4) Grievance/Complaint Procedure</p> <p>5) Sensitive Services/Minors' Rights</p> <p>6) Health Plan referral process/procedures/resources</p>	<p>1) _____</p> <p>2) _____</p> <p>3) _____</p> <p>4) _____</p> <p>5) _____</p> <p>6) _____</p>	<p>1) _____</p> <p>2) _____</p> <p>3) _____</p> <p>4) _____</p> <p>5) _____</p> <p>6) _____</p>	<p>1) _____</p> <p>2) _____</p> <p>3) _____</p> <p>4) _____</p> <p>5) _____</p> <p>6) _____</p>	<p>1</p> <p>1</p> <p>1</p> <p>1</p> <p>1</p> <p>1</p>	
<p>Comments: Write comments for all “No” (0 points) and “N/A” scores.</p> <p style="text-align: right;">Totals</p>					

3. Office Management


 RN/MD Review only (#B)

Office Management Survey Criteria	Yes	No	N/A	Wt	Site Score
<p>A. Physician coverage is available 24 hours a day, 7 days a week. 22 CCR §56500, §53855</p> <p>The following are maintained current on site:</p> <p>1) Clinic office hours are posted, or readily available upon request.</p> <p>2) Provider office hour schedules are available to staff.</p> <p>3) Arrangement/schedule for after-hours, on-call, supervisory back-up physician coverage is available to site staff.</p> <p>4) Contact information for off-site physician(s) is available at all times during office hours.</p> <p>5) After-hours emergency care instructions/telephone information is made available to patients.</p>	<p>1)_____</p> <p>2)_____</p> <p>3)_____</p> <p>4)_____</p> <p>5)_____</p>	<p>1)_____</p> <p>2)_____</p> <p>3)_____</p> <p>4)_____</p> <p>5)_____</p>	<p>1)_____</p> <p>2)_____</p> <p>3)_____</p> <p>4)_____</p> <p>5)_____</p>	<p>1</p> <p>1</p> <p>1</p> <p>1</p> <p>1</p>	
<p>B. There is sufficient health care personnel to provide timely, appropriate health care services. 22 CCR §53855; 28 CCR §1300.67.1, §1300.80 </p> <p>1) Appropriate personnel handle emergent, urgent, and medical advice telephone calls.</p> <p>2) Telephone answering machine, voice mail system or answering service is used whenever office staff does not directly answer phone calls.</p> <p>3) Telephone system, answering service, recorded telephone information, and recording device are periodically checked and updated.</p>	<p>1)_____</p> <p>2)_____</p> <p>3)_____</p>	<p>1)_____</p> <p>2)_____</p> <p>3)_____</p>	<p>1)_____</p> <p>2)_____</p> <p>3)_____</p>	<p>1</p> <p>1</p> <p>1</p>	



Comments: Write comments for all “No” (0 points) and “N/A” scores.

Office Management Survey Criteria	Yes	No	N/A	Wt	Site Score
<p>C. Health care services are readily available. 22 CCR §56000 (2)  </p> <p>1) Appointments are scheduled according to patients' stated clinical needs within the timeliness standards established for Plan members.</p> <p>2) Patients are notified of scheduled routine and/or preventive screening appointments.</p> <p>3) There is a system in place to follow-up on missed and canceled appointments.</p>	<p>1)_____</p> <p>2)_____</p> <p>3)_____</p>	<p>1)_____</p> <p>2)_____</p> <p>3)_____</p>	<p>1)_____</p> <p>2)_____</p> <p>3)_____</p>	<p>1</p> <p>1</p> <p>1</p>	
<p>D. There is 24-hour access to interpreter services for limited-English proficient members. 22 CCR §53855; CA H&S Code §1259; 42 USC §2000d</p> <p>1) Interpreter services are made available in identified threshold languages specified for location of site.</p> <p>2) Persons providing language interpreter services on site are trained in medical interpretation.</p>	<p>1)_____</p> <p>2)_____</p>	<p>1)_____</p> <p>2)_____</p>	<p>1)_____</p> <p>2)_____</p>	<p>1</p> <p>1</p>	

Comments: Write comments for all “No” (0 points) and “N/A” scores.

Office Management Survey Criteria	Yes	No	N/A	Wt	Site Score
<p>E. Procedures for timely referral/consultative services are established on site. 22 CCR §53851; 28 CCR §1300.67 </p> <p>Office practice procedures allow timely provision for:</p> <p>1) Processing internal and external referrals, consultant reports and diagnostic test results</p> <p>2) <u>Physician review and follow-up of referral/consultation reports and diagnostic test results.</u></p>	<p>1)_____</p> <p>2)_____</p>	<p>1)_____</p> <p>2)_____</p>	<p>1)_____</p> <p>2)_____</p>	<p>1</p> <p>2</p>	
<p>F. Member Grievance/Complaint processes is established on site. 22 CCR §53858, §56260; 28 CCR §1300.67</p> <p>1) Phone number(s) for filing grievances/complaints are located on site.</p> <p>2) Complaint forms and a copy of the grievance procedure(s) are available on site.</p>	<p>1)_____</p> <p>2)_____</p>	<p>1)_____</p> <p>2)_____</p>	<p>1)_____</p> <p>2)_____</p>	<p>1</p> <p>1</p>	



Comments: Write comments for all “No” (0 points) and “N/A” scores.

Office Management Survey Criteria	Yes	No	N/A	Wt	Site Score
<p>G. Medical records are available for the Provider at each scheduled patient encounter. 22 CCR §75055; 28 CCR §1300.80</p> <p>1) Medical records are readily retrievable for scheduled patient encounters.</p> <p>2) Medical documents are filed in a timely manner to ensure availability for patient encounters.</p>	<p>1) _____</p> <p>2) _____</p>	<p>1) _____</p> <p>2) _____</p>	<p>1) _____</p> <p>2) _____</p>	<p>1</p> <p>1</p>	
<p>H. Confidentiality of personal medical information is protected according to State and federal guidelines. 22 CCR §51009, §53861, §75055; §28 CCR §1300.80; CA Civil Code §56.10 (Confidentiality of Medical Information Act)  </p> <p>1) Exam rooms and dressing areas safeguard patients’ right to privacy.</p> <p>2) Procedures are followed to maintain the confidentiality of personal patient information.</p> <p>3) Medical record release procedures are compliant with State and federal guidelines.</p> <p>4) Storage and transmittal of medical records preserves confidentiality and security.</p> <p>5) Medical records are retained for a minimum of 5 years, or according to current State DHS standard.</p>	<p>1) _____</p> <p>2) _____</p> <p>3) _____</p> <p>4) _____</p> <p>5) _____</p>	<p>1) _____</p> <p>2) _____</p> <p>3) _____</p> <p>4) _____</p> <p>5) _____</p>	<p>1) _____</p> <p>2) _____</p> <p>3) _____</p> <p>4) _____</p> <p>5) _____</p>	<p>1</p> <p>1</p> <p>1</p> <p>1</p> <p>1</p>	
<p>Comments: Write comments for all “No” (0 points) and “N/A” scores.</p> <p style="text-align: right;">Totals</p>					


4. Clinical Services

Pharmaceutical Services Survey Criteria	Yes	No	N/A	Wt	Site Score
A. Drugs and medication supplies are maintained secure to prevent unauthorized access. CA B&P Code §4051.3, §4071, §4172; 22 CCR §75037(a-g), §75039; 21 CFR §1301.75, §1301.76, §1302.22					
1) Drugs are stored in specifically designated cupboards, cabinets, closets or drawers.	1) _____	1) _____	1) _____	1	
2) Prescription, sample and over-the counter drugs, hypodermic needles/syringes, prescription pads are securely stored in a lockable space (cabinet or room) within the office/clinic.	2) _____	2) _____	2) _____	1	
3) Controlled drugs are stored in a locked space accessible only to authorized personnel.	3) _____	3) _____	3) _____	1	
4) A dose-by-dose controlled substance distribution log is maintained.	4) _____	4) _____	4) _____	1	

Comments: Write comments for all “No” (0 points) and “N/A” scores.

Pharmaceutical Services Survey Criteria	Yes	No	N/A	Wt.	Site Score
B. Drugs are handled safely and stored appropriately. 22 CCR §75037(a-g), §75039; 21 CFR §211.137; 21 USC §351  					
1) Drugs are prepared in a clean area, or “designated clean” area if prepared in a multipurpose room.	1) _____	1) _____	1) _____	1	
2) Drugs for external use are stored separately from drugs for internal use.	2) _____	2) _____	2) _____	1	
3) Items other than medications in refrigerator/freezer are kept in a secured, separate compartment from drugs.	3) _____	3) _____	3) _____	1	
4) Refrigerator thermometer temperature is 35 ^o -46 ^o Fahrenheit or 2 ^o -8 ^o Centigrade (at time of site visit).	4) _____	4) _____	4) _____	1	
5) Freezer thermometer temperature is 5 ^o Fahrenheit or –15 ^o Centigrade, or lower (at time of site visit).	5) _____	5) _____	5) _____	1	
6) Daily temperature readings of medication refrigerator and freezer are documented.	6) _____	6) _____	6) _____	1	
7) Drugs are stored separately from test reagents, germicides, disinfectants and other household substances.	7) _____	7) _____	7) _____	1	
8) Hazardous substances are appropriately labeled.	8) _____	8) _____	8) _____	1	
9) Site has method(s) in place for drug and hazardous substance disposal.	9) _____	9) _____	9) _____	1	

Comments: Write comments for all “No” (0 points) and “N/A” scores.

Pharmaceutical Services Survey Criteria	Yes	No	N/A	Wt.	Site Score
C. Drugs are dispensed according to State and federal drug distribution laws and regulations.					
CA B&P Code §4024, §4076, §4170, §4171, §4173, §4174; 22 CCR §75032, §75033, §75036, §75037(a-g), §75038, §75039; 16 CCR §1718.1; 21 CFR §211.137, 42 USC 6A §300AA-26 					
1) There are no expired drugs on site.	1)_____	1)_____	1)_____	1	
2) Site has a procedure to check expiration date of all drugs (including vaccines and samples), and infant and therapeutic formulas.	2)_____	2)_____	2)_____	1	
3) All stored and dispensed prescription drugs are appropriately labeled.	3)_____	3)_____	3)_____	1	
4) <u>Only lawfully authorized persons dispense drugs to patients.</u>	4)_____	4)_____	4)_____	2	
5) Vaccine Information Sheets (VIS) for distribution to patients are present on site.	5)_____	5)_____	5)_____	1	
6) If there is a pharmacy on site, it is licensed by the CA State Board of Pharmacy.	6)_____	6)_____	6)_____	1	

Comments: Write comments for all “No” (0 points) and “N/A” scores.

Laboratory Services Survey Criteria	Yes	No	N/A	Wt	Site Score
D. Site is compliant with Clinical Laboratory Improvement Amendment (CLIA) regulations. 17 CCR §1050; 22 CCR §51211.2, §51137.2; B&P Code §1220; 42 USC 263a; Public Law 100-578					
1) Laboratory test procedures are performed according to current site-specific CLIA certificate.	1)_____	1)_____	1)_____	1	
2) Testing personnel performing clinical lab procedures have been trained.	2)_____	2)_____	2)_____	1	
3) Lab supplies are inaccessible to unauthorized persons.	3)_____	3)_____	3)_____	1	
4) Lab test supplies (e.g. vacutainers, culture swabs, test solutions) are not expired.	4)_____	4)_____	4)_____	1	
5) Site has a procedure to check expiration date and a method to dispose of expired lab test supplies.	5)_____	5)_____	5)_____	1	

Comments: Write comments for all “No” (0 points) and “N/A” scores.

Radiology Services Survey Criteria	Yes	No	N/A	Wt	Site Score
<p>E. Site meets California DHS Radiological inspection and safety regulations. 17 CCR §30255, §30305, §30404, §30405</p> <p>1) Site has current CA Radiologic Health Branch Inspection Report, if there is radiological equipment on site.</p> <p>The following documents are <u>posted</u> on site:</p> <p>2) Current copy of Title 17 with a posted notice about availability of Title 17 and its location</p> <p>3) “Radiation Safety Operating Procedures” posted in highly visible location.</p> <p>4) “Notice to Employees Poster” posted in highly visible location.</p> <p>5) “Caution, X-ray” sign posted on or next to door of each room that has X-ray equipment</p> <p>6) Physician Supervisor/Operator certificate posted <i>and</i> within current expiration date</p> <p>7) Technologist certificate posted <i>and</i> within current expiration date</p> <p>The following radiological protective equipment is present on site:</p> <p>8) Operator protection devices: radiological equipment operator must use lead apron or lead shield.</p> <p>9) Gonadal shield (0.5 mm or greater lead equivalent): for patient procedures in which gonads are in direct beam.</p>	<p>1)_____</p> <p>2)_____</p> <p>3)_____</p> <p>4)_____</p> <p>5)_____</p> <p>6)_____</p> <p>7)_____</p> <p>8)_____</p> <p>9)_____</p>	<p>1)_____</p> <p>2)_____</p> <p>3)_____</p> <p>4)_____</p> <p>5)_____</p> <p>6)_____</p> <p>7)_____</p> <p>8)_____</p> <p>9)_____</p>	<p>1)_____</p> <p>2)_____</p> <p>3)_____</p> <p>4)_____</p> <p>5)_____</p> <p>6)_____</p> <p>7)_____</p> <p>8)_____</p> <p>9)_____</p>	<p>1</p> <p>1</p> <p>1</p> <p>1</p> <p>1</p> <p>1</p> <p>1</p> <p>1</p> <p>1</p>	
<p>Comments: Write comments for all “No” (0 points) and “N/A” scores.</p>					

5. Preventive Services

Preventive Services Survey Criteria	Yes	No	N/A	Wt	Site Score
<p>A. Preventive health care services and health appraisal examinations are provided on a periodic basis for the detection of asymptomatic diseases. 22 CCR §53851, §56210; 28 CCR §1300.67</p> <p>Examination equipment, appropriate for primary care services, is available on site:</p> <p>1) Exam tables and lights are in good repair.</p> <p>2) Stethoscope and sphygmomanometer with various size cuffs (e.g. child, adult, obese/thigh).</p> <p>3) Thermometers: oral and/or tympanic, and rectal.</p> <p>4) Scales: standing balance beam and infant scales.</p> <p>5) Measuring devices for stature (height/length) measurement <i>and</i> head circumference measurement.</p> <p>6) Basic exam equipment: percussion hammer, tongue blades, patient gowns.</p> <p>7) Eye charts (literate and illiterate) and occluder for vision testing.</p> <p>8) Ophthalmoscope.</p> <p>9) Otoscope with adult and pediatric ear speculums.</p> <p>10) Audiometer in quiet location for testing.</p>	<p>1)_____</p> <p>2)_____</p> <p>3)_____</p> <p>4)_____</p> <p>5)_____</p> <p>6)_____</p> <p>7)_____</p> <p>8)_____</p> <p>9)_____</p> <p>10)_____</p>	<p>1)_____</p> <p>2)_____</p> <p>3)_____</p> <p>4)_____</p> <p>5)_____</p> <p>6)_____</p> <p>7)_____</p> <p>8)_____</p> <p>9)_____</p> <p>10)_____</p>	<p>1)_____</p> <p>2)_____</p> <p>3)_____</p> <p>4)_____</p> <p>5)_____</p> <p>6)_____</p> <p>7)_____</p> <p>8)_____</p> <p>9)_____</p> <p>10)_____</p>	<p>1</p> <p>1</p> <p>1</p> <p>1</p> <p>1</p> <p>1</p> <p>1</p> <p>1</p> <p>1</p> <p>1</p>	

Comments: Write comments for all “No” (0 points) and “N/A” scores.



6. Infection Control

Infection Control Survey Criteria	Yes	No	N/A	Wt	Site Score
A. Infection control procedures for Standard/Universal precautions are followed. <small>8 CCR §5193; 22 CCR §53230; 29 CFR §1910.1030; Federal Register 1989, §54:23042</small>					
1) Antiseptic hand cleaner and running water are available in exam and/or treatment areas for hand washing.	1)_____	1)_____	1)_____	1	
2) A waste disposal container is available in exam rooms, procedure/treatment rooms and restrooms.	2)_____	2)_____	2)_____	1	
3) Site has procedure for effectively isolating infectious patients with potential communicable conditions.	3)_____	3)_____	3)_____	1	



Comments: Write comments for all “No” (0 points) and “N/A” scores.

Infection Control Survey Criteria	Yes	No	N/A	Wt	Site Score
B. Site is compliant with OSHA Bloodborne Pathogens Standard and Waste Management Act. 8 CCR §5193 (Cal OSHA Health Care Worker Needlestick Prevention Act, 1999); H& S Code, §117600-118360 (CA Medical Waste Management Act, 1997); 29 CFR §1910.1030.					
1) <u>Personal Protective Equipment is readily available for staff use.</u>	1) _____	1) _____	1) _____	2	
2) <u>Needlestick safety precautions are practiced on site.</u>	2) _____	2) _____	2) _____	2	
3) All sharp injury incidents are documented.	3) _____	3) _____	3) _____	1	
4) <u>Blood, other potentially infectious materials and Regulated Wastes are placed in appropriate leak proof, labeled containers for collection, handling, processing, storage, transport or shipping.</u>	4) _____	4) _____	4) _____	2	
5) Biohazardous (non-sharp) wastes are contained separate from other trash/waste.	5) _____	5) _____	5) _____	1	
6) Contaminated laundry is laundered at the workplace or at a commercial laundry.	6) _____	6) _____	6) _____	1	
7) Storage areas for regulated medical wastes are maintained secure and inaccessible to unauthorized persons.	7) _____	7) _____	7) _____	1	
8) Transportation of regulated medical wastes is only by a registered hazardous waste hauler or by a person with an approved limited-quantity exemption.	8) _____	8) _____	8) _____	1	

Comments: Write comments for all “No” (0 points) and “N/A” scores.

Infection Control Survey Criteria	Yes	No	N/A	Wt	Site Score
<p>C. Contaminated surfaces are decontaminated according to Cal-OSHA Standards. 8 CCR §5193; CA H&S Code §118275  </p> <p>1) Equipment and work surfaces are appropriately cleaned and decontaminated after contact with blood or other potentially infectious material.</p> <p>2) Routine cleaning and decontamination of equipment/work surfaces is completed according to site-specific written schedule.</p> <p>Disinfectant solutions used on site are:</p> <p>3) approved by the Environmental Protection Agency (EPA).</p> <p>4) effective in killing HIV/HBV/TB.</p> <p>5) used according to product label for desired effect.</p>	<p>1)_____</p> <p>2)_____</p> <p>3)_____</p> <p>4)_____</p> <p>5)_____</p>	<p>1)_____</p> <p>2)_____</p> <p>3)_____</p> <p>4)_____</p> <p>5)_____</p>	<p>1)_____</p> <p>2)_____</p> <p>3)_____</p> <p>4)_____</p> <p>5)_____</p>	<p>1</p> <p>1</p> <p>1</p> <p>1</p> <p>1</p>	

Comments: Write comments for all “No” (0 points) and “N/A” scores.

Infection Control Survey Criteria	Yes	No	N/A	Wt	Site Score
D. Reusable medical instruments are properly sterilized after each use. 22 CCR §53230, §53856; CA H&S Code, Chapter 6.1, §25090  					
1) Written site-specific policy/procedures or Manufacturer’s Instructions for instrument/equipment sterilization are available to staff.	1)_____	1)_____	1)_____	1	
Staff adheres to site-specific policy <u>and/or</u> manufacturer/product label directions for the following procedures:					
2) Cleaning reusable instruments/equipment prior to sterilization	2)_____	2)_____	2)_____	1	
3) Cold chemical sterilization	3)_____	3)_____	3)_____	1	
4) Autoclave/steam sterilization	4)_____	4)_____	4)_____	1	
5) Autoclave maintenance	5)_____	5)_____	5)_____	1	
6) <u>Spore testing of autoclave/steam sterilizer with documented results (at least monthly)</u>	6)_____	6)_____	6)_____	2	
7) Sterilized packages are labeled with sterilization date and load identification information.	7)_____	7)_____	7)_____	1	
Comments: Write comments for all “No” (0 points) and “N/A” scores.					
Totals					

Site Review Full Scope Survey Summary
California Department of Health Services
Medi-Cal Managed Care Division

Access/Safety	Personnel	Office Mgmt.	Clinical Svcs.	Preventive Svcs.	Infection Control	Total
29	22	25	34	13	27	Exempted Pass 90% or above w/o critical element deficiencies Conditional Pass: 80-89%, or 90%/ above w/critical element deficiencies Not Pass: Below 80%

Access/Safety
Personnel
Office Management
Clinical Services
Infection Control

Reviewer(s)/Title _____

Date _____