

Full Scope Site Review Survey

California Department of Health Services
Medi-Cal Managed Care Division

Attachment A

Health Plan _____ IPA _____ Review Date: _____ Last review: _____

Provider/Address _____ Phone _____ Fax _____ Fire Clearance _____

Current Yes / No

Contact
person/title

No. of staff on site _____ Physician _____ NP _____ CNM _____ PA _____ Reviewer/title _____

_____ RN _____ LVN _____ MA _____ Clerical _____ Other _____ Reviewer/title _____

Visit Purpose	Site-Specific Certification(s)	Provider type	Clinic type
<input type="checkbox"/> Initial Full Scope <input type="checkbox"/> Monitoring <input type="checkbox"/> Periodic Full Scope <input type="checkbox"/> Follow-up <input type="checkbox"/> Focused Review <input type="checkbox"/> Ed/TA <input type="checkbox"/> Other _____ (type)	<input type="checkbox"/> AAAHC <input type="checkbox"/> JCAHO <input type="checkbox"/> CHDP <input type="checkbox"/> NCQA <input type="checkbox"/> CPSP <input type="checkbox"/> None <input type="checkbox"/> Other _____	<input type="checkbox"/> Family Practice <input type="checkbox"/> Internal Medicine <input type="checkbox"/> Pediatrics <input type="checkbox"/> OB/GYN <input type="checkbox"/> General Practice <input type="checkbox"/> Specialist <input type="checkbox"/> Non-physician _____ <input type="checkbox"/> Mid-level Practitioner (type)	<input type="checkbox"/> Primary Care <input type="checkbox"/> Community <input type="checkbox"/> Hospital <input type="checkbox"/> FQHC <input type="checkbox"/> Rural Health <input type="checkbox"/> Other _____ (type) <input type="checkbox"/> Solo <input type="checkbox"/> Group <input type="checkbox"/> Staff/Teaching

Site Scores	Scoring Procedure	Compliance Rate
<p>I. Access/Safety _____ /29</p> <p>II. Personnel _____ /22</p> <p>III. Office Management _____ /25</p> <p>IV. Clinical Services _____ /34</p> <p>V. Preventive Services _____ /13</p> <p>VI. Infection Control _____ /27</p> <p style="text-align: right;">_____ Total (Points given)</p>	<p>1) Add points given in each section. 2) Add total points given for all six sections. 3) Adjust score for "N/A" criteria (if needed). Subtract "N/A" points from 150 total points possible. 4) Divide total points given by 150 or by "adjusted" total points. 5) Multiply by 100 to get the compliance (percent) rate. 6) Calculate</p> <div style="text-align: center; font-size: 2em; font-family: serif; opacity: 0.5;"> SAMPLE </div> <p style="text-align: center; font-size: 1.2em;"> $\frac{\text{Points given}}{\text{Total/Adjusted Points}} = \text{Decimal Score} \times 100 = \text{Compliance Rate} \%$ </p>	<p>_____ Exempted Pass: 90%/above (w/o critical element deficit)</p> <p>_____ Conditional Pass: 80-89%, or 90%/above (w/Critical element deficit)</p> <p>_____ Not Pass: 79 and Below% <small>TMTMTMTMTMTMTMTMTMTMTMTM</small></p> <p>_____ CAP Required</p> <p>_____ Other follow-up</p> <p>Next Review Due: _____</p>

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Access/Safety

Site Access/Safety Survey Criteria	Yes	No	N/A	Wt	Site Score
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)					
Sites must have the following safety accommodations for physically disabled persons:					
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	



SAMPLE

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



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

SAMPLE

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 Airway management: oxygen delivery system, oral airways, nasal cannula or mask, Ambu bag.	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.</p> <p>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>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	



SAMPLE

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	

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



Site Personnel Survey Criteria	Yes	No	N/A	Wt	Site Score
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  					
1 Standardized Procedures define the scope of services provided by Nurse Practitioners (NP) and/or Certified Nurse Midwives (CNM).	1 _____	1 _____	1 _____	1	
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.	2 _____	2 _____	2 _____	1	
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.	3 _____	3 _____	3 _____	1	
4 Each NPMP that prescribes controlled substances has a valid DEA Registration Number.	4 _____	4 _____	4 _____	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>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> <ul style="list-style-type: none"> 1:4 Nurse Practitioners 1:3 Certified Nurse Midwives 1:2 Physicians Assistants <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>	



SAMPLE

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>	

SAMPLE


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>					



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3. Office Management



 RN/MD Review only (#B)

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



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	

SAMPLE

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°-46° Fahrenheit or 2°-8° Centigrade (at time of site visit).	4	4	4	1	
5 Freezer thermometer temperature is 5° Fahrenheit or –15° 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 <input type="checkbox"/>	1 <input type="checkbox"/>	1 <input type="checkbox"/>	1	
2 Site has a procedure to check expiration date of all drugs (including vaccines and samples), and infant and therapeutic formulas.	2 <input type="checkbox"/>	2 <input type="checkbox"/>	2 <input type="checkbox"/>	1	
3 All stored and dispensed prescription drugs are appropriately labeled.	3 <input type="checkbox"/>	3 <input type="checkbox"/>	3 <input type="checkbox"/>	1	
4 <u>Only lawfully authorized persons dispense drugs to patients.</u>	4 <input type="checkbox"/>	4 <input type="checkbox"/>	4 <input type="checkbox"/>	2	
5 Vaccine Information Sheets (VIS) for distribution to patients are present on site.	5 <input type="checkbox"/>	5 <input type="checkbox"/>	5 <input type="checkbox"/>	1	
6 If there is a pharmacy on site, it is licensed by the CA State Board of Pharmacy.	6 <input type="checkbox"/>	6 <input type="checkbox"/>	6 <input type="checkbox"/>	1	

SAMPLE

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	

SAMPLE

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

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

5. Preventive Services

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

SAMPLE

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	1
2 A waste disposal container is available in exam rooms, procedure/treatment rooms and restrooms.	2	2	2	1	1
3 Site has procedure for effectively isolating infectious patients with potential communicable conditions.	3	3	3	1	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>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.</p>					
<p>1 <u>Personal Protective Equipment is readily available for staff use.</u></p>	1	1	1	2	
<p>2 <u>Needlestick safety precautions are practiced on site.</u></p>	2	2	2	2	
<p>3 All sharp injury incidents are documented.</p>	3	3	3	1	
<p>4 <u>Blood, other potentially infectious materials and Regulated Wastes are placed in appropriate <i>leak proof</i>, labeled containers for collection, handling, processing, storage, transport or shipping.</u></p>	4	4	4	2	
<p>5 Biohazardous (non-sharp) wastes are contained separate from other trash/waste.</p>	5	5	5	1	
<p>6 Contaminated laundry is laundered at the workplace or at a commercial laundry.</p>	6	6	6	1	
<p>7 Storage areas for regulated medical wastes are maintained secure and inaccessible to unauthorized persons.</p>	7	7	7	1	
<p>8 Transportation of regulated medical wastes is only by a registered hazardous waste hauler or by a person with an approved limited-quantity exemption.</p>	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>	

SAMPLE

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 90-100% w/o critical element deficiencies Conditional Pass: 80-89%, or 90-100% w/critical element deficiencies Not Pass: Below 80%

Access/Safety
Personnel
Office Management
Clinical Services
Infection Control

Reviewer(s)/Title _____

Date _____