STANDARD FOR PRIVATE HOSPICE

Name of Facility:

Address:

If comply tick (√) Yes, if not tick (√) No. Please add comment for any explanation.

PROVISION	ITEM	YES	NO	COMMENT
R.389(1)	**Type of facility:**			
	● inpatient			
	● ambulatory care centre			
	● residential			
R.389(2)&(3)	**Type of services:**			
(a)	● bereavement services			
(b)	● respite care services			
(c)	● homemaker services			
(d)	● hospice home care services			
(e)	● volunteer services			
(f)	● hospice ambulatory care services			
(g)	● hospice in patient services			
R.390	**Core services must be provided:**			
R.390&R.402	Medical services			
R.390&R.403	Nursing services			
R.390&R.404	Counselling services			
	INFRASTRUCTURE & EQUIPMENT			
	Location			
R.50(1)	Free from undue noise (disturbance to patients & staff)			
R.50(2)	Not exposed to excessive smoke, foul odours or dust.			
R.51	Construction prevents entrance and harbourage of rodents and insects			
R.60	Proper signage and labelling system			
R.121, 237	**Patient transport**			

PROVISION	ITEM	YES	NO	COMMENT
R.121(1)	Arrangement for patient transport			
R.121(2)	Ill patient shall be transported by properly equipped and staffed ambulance (*refer requirements for ambulance*)			
R.237(1)	Vehicle used to transport patients without pre-hospital or nursing care is exempted from ambulance requirements			
R.237(2)	Vehicle used both as transport and ambulances are required to comply with such requirements			
R.52(6)	**Ramp**			
(a)	Size ≥1.1m wide			
(a)	Landing ≥1.8m wide			
(b)	Non skid surface			
(c)	Handrails (*where necessary*)			
(d)	Guardrails (*where necessary*)			
(e)	Slope not exceeding 1:16			
(f)	Comply with Fire Services Department			
R.59	**Entrance and exit**			
(1)	Main entrance adjacent to lobby with minimum disturbance			
(2)	Entrance designed for wheelchairs and stretchers			
(3), (4)	Separate emergency entrance (*accessible to pedestrian, ambulance and traffic*)			
(3), (5)	Separate service entrance (*close to storage room/area, elevators and kitchen*)			
(3)	Separate patient and visitors entrance			
(6)	Separate exit for deceased (*no obstruction*)			
R.78	**Area for stretchers and wheelchairs**			
R.52(5)	**Stairway**			
(a)	Size ≥1.1m wide			
(a)	Landing ≥1.8m wide			
(b)	Non-skid surface			
(c)	Handrails (*both sides*)			
(d)	Guardrails (*where necessary*)			
(e)	Comply with Fire Services Department			
R.56(2)	No carpet			

PROVISION	ITEM	YES	NO	COMMENT
R.52	**Elevator**			
(3)(a)	Clear opening ≥ 1.2m			
(3)(a)	Size ≥ 1.5m x 2.1m			
(3)(a)	Capacity ≥ 1,500 kg			
(4)	DOSH certification (CF)			
(2)(b)	≥ 2 elevators (*if ≥ 60 beds on other than ground floor*)			
(2)(c)	≥ 3 elevators (*if ≥ 200 beds on other than ground floor*)			
R.122(2)	Kept in good repair and operating condition			
R.54	**Door**			
(1)	Size ≥1.2m wide (*for patient care*)			
(2)	Patients' toilet and bathroom door≥ 0.9m wide, not swing in, neither to corridor			
(3)	Adequate size for large carts or bulk goods to pass through (*for entrance, store etc*)			
(4)	All 2 way swing doors shall have vision panel			
(5)	Clearance at the bottom of exterior door ≤0.6cm			
(6)	All exit doors shall not swing into the corridors			
R.53	**Corridor**			
(1)	Size ≥ 2.1m wide (*exceptions may be permitted for corridor limited to foot traffic in a single hospital department*)			
(2)	Handrails (*compulsory for patients with physical disabilities unit i.e. orthopaedic & rehabilitation units)*			
R.64(1)	No beds shall be placed in corridors			
R.55 & 89	**Window and ventilation**			
R.55(1)	Window in all patient rooms			
R.89(1)	All rooms and areas adequately ventilated			
R.89(2)	Adequate ventilation system to provide 10 ACH without recirculation in rooms/areas with excessive heat, moisture, odours & contaminants originate			
R.89(4)	Fresh air supply intakes away from any source of contaminants or odours			
R.89(5)	Air discharge exhaust located to avoid cross circulation to air supply intakes or windows			
R.89(6)	Ventilation system to avoid contaminated air flow to patient, food preparation, clean or sterile areas			
R.89(7)	Air from rooms/areas likely to contain infectious micro-organisms or noxious gas shall be exhausted and not re-			

PROVISION	ITEM	YES	NO	COMMENT
	circulated through the normal air-conditioning system			
R.56 & 57	**Floor and wall**			
R.56(1), 57(1)	Easy to wash and clean & non skid (for floor)			
R.56(1), 57(1)	Non-toxic (*safe*)			
R.58	**Ceiling**			
(1)(a)	Height for air-conditioned room ≥ 2.4m			
(1)(b)	Height non--conditioned room ≥ 3.0m			
(4)	Non- toxic (*safe*)			
R.83-87, 122	**Electrical supply**			
R.83	Appropriate and grounding type of electrical sockets			
R.84(1)	Adequate number of electrical sockets			
R.84(3)	No adaptors, extension cords or junction boxes			
R.85	Adequate lighting fixtures for illumination in all areas			
R.87(1)	Emergency power supply for the essential systems, equipment, rooms or areas (*call system, alarm system, critical areas, etc*)			
R.87(1)&(2)	Emergency power supply for the illumination (*exit signs, nurses' station, corridor etc*)			
R.122(2)	Emergency lights are kept in good repair and operating condition			
R.81	**Plumbing**			
(1)	Designed & installed, to be easily cleaned & maintained			
(4)	Installation to prevent the possibility of cross connection between safe and unsafe water supplies or back siphonage			
(6)	No floor trap in clean areas, OT and critical care units			
R.82	**Water supply**			
(1),(2)	Safe and sufficient water supply according to standards approved by relevant authority			
(3)	Water tank with material approved by relevant authority and properly maintained			
R.91 & 92	**Refuse & hazardous waste**			
R.91(1)	Kept in impervious, non-absorbent with tight-fitting lids & easily wash containers			
R.91(4)	Sufficient number of sound watertight containers with tight fitting lid			

PROVISION	ITEM	YES	NO	COMMENT
R.92(1)	Separate handling of infectious and non-infectious waste at the point of generation			
R.92(2)	Proper disposable of infectious waste in designated containers			
R.92(3)	Handling of non infectious waste in accordance with good safety practice and related law			
R.92(4)	Handling all hazardous waste in accordance to relevant authority to protect persons and environment			
S.23, R11, 24 & 36	**Available and displayed in a conspicuous area**			
S.23	A copy of Licence (for renewal of Licence)			
R. 11(1)	Organizational chart			
R.36	Duty roster			
R.24(1)(a),(2)	Policy statement on staff identification			
R.24(1)(b),(2)	Policy statement on billing procedures			
R.24(1)(c),(2)	Policy statement on valid consent-requirement & manner			
R.24(1)(d),(2)	Policy statement on patient's right for information on medical treatment and care & grievance procedure			
R.24(1)(d),(2)	Policy statement on patient's right for medical report			
R.229(1)	Emergency call information (contact number)			
R.64,73,120,122	**Nurse station**			
R.73(1)(a)	Nurse call system from patients			
R.73 (1)(b) & (c), R.120	Communication system available within & with other facilities in electronic system			
R.73(2)	Area for writing patients' records & charts (*at or nearby*)			
R.73(2)	Medication preparation room or area (*at or nearby*)			
R.73(4)	Clinical hand washing facilities (*at or nearby*)			
R.73(5)	1 station : 36 patients			
R.73(3)	Toilet with hand washing facility for staff (*nearby*)			
R.64(3)	Distance ≤ 24.4m from patients' rooms			
R.122(2)	Call systems are kept in good repair and operating condition			
R.43	**Appropriate patients' medical record system facilities**			
R.54,58 & 79	**Examination and treatment room**			
R.54	Doors size ≥1.2m & not swing into the corridors			
R.58	Adequate ceiling height (≥ 2.4m, air condition or ≥ 3.0m)			

PROVISION	ITEM	YES	NO	COMMENT
R.79(1)(a)	Dimension ≥ 3.0m			
R.79(1)(a)	Area ≥ 11.1m²			
R.79(1)(b)(i)	Hand washing facility			
R.79(1)(b)(ii)	Examination light			
R.79(1)(b)(iii)	Storage for linen, supplies and equipment			
R.79(1)(b)(iv)	Examination & treatment couch			
R.79(1)(b)(v)	Screen or curtain for patient privacy			
R.79(2)(a),(b)	Located near nurses station or where patient care is provided or procedure is carried out			
R.49(3)(c)(v)	Contaminated equipment shall not be used for patients			
R.20	**Resuscitation facilities**			
8th Schedule (a)	Ventilation assistance equipment (*e.g.* ambubag)			
(f)	Laryngoscope and endotracheal tubes			
(d)	ECG monitoring with cardiac defibrillator			
(a)	Suction equipment			
(b)	Oxygen			
(h)	Urinary catheters			
(i)	Drugs (*Adrenaline, Atropine, Steroid, S. Bicarb)*			
(e)	Intravenous therapy			
R.74	**Medicine preparation room or area**			
(1)(a)	Locked cabinet for dangerous drug			
(1)(b)	Work space for preparation of medication			
(1)(c)	Sink with hand washing facilities			
(2)	Refrigerator with thermometer and exclusively for pharmaceutical storage			
(3)	No test reagents, general disinfectants, cleaning agents and similar products in this room or area			
R. 68	**Hand washing facilities**			
R. 68(1)	Soap, appliance and sanitary hand drying facilities			
R. 68(2)	All taps are patient-friendly			
R. 68(3)	Hands-free taps (*for healthcare professional*)			

PROVISION	ITEM	YES	NO	COMMENT
R.80	**Nourishment station or pantry**			
(1)	Sink with hand washing			
(1)	Serving equipment (*between schedule meals*)			
(1)	Refrigerator			
(1)	Storage cabinet			
(2)	Source and preparation of ice used for patient service or treatment shall be clean and hygienic			
R. 75	**Clean utility room**			
(1)	At least one room per nurses' station			
(1)	A counter and space for the storage			
(2)	No hand washing sink			
(3)	Air-conditioned room			
R.115	Clean linen storage separate from laundry			
R.76, 81	**Soiled utility room**			
R.76	At least one room per nurses' station			
R.76	Work counter			
R.76	Waste receptacle			
R.76	Soiled linen receptacle			
R.76	Washing equipment			
R.76	Clinical sink			
R. 81(2)	Double compartment sinks to clean utensil and equipment with adequate counter space on both sides and depth (*according to its function*)			
R.77	**Janitor's closet**			
(1)(a)	Sink (*preferably with a floor receptor with mixing taps*)			
(1)(b)	Hook strip for mop handle			
(1)(c)	Shelf for cleaning material			
(1)(d)	Waste receptacle with impervious linear			
(1)(e)	Hand washing facility			
(2)	Adequate space for mop, bucket & cleaning equipment			

PROVISION	ITEM	YES	NO	COMMENT
R. 93 - 100	**Housekeeping**			
R.93	Housekeeping services properly operated &maintained to provide a pleasant, safe and sanitary environment			
R.96	Availability & properly maintained equipment for cleaning			
R.98	Cleaning compound and hazardous substance are labelled and stored in safe places			
R.100	No dry dusting and sweeping			
R.49,54,62 – 68, 71, 397	**Patient room / ward**			
R.62(1)	Separated for male and female (≥ 12year-old)			
R.54	Doors size ≥1.2m & not swing into the corridors			
R.58	Adequate ceiling height (≥ 2.4m, if air condition or 3.0m)			
R.55(1)	Windows in all patients' rooms			
R.397(2)(a)	Patient room dimension ≥ 3.0m			
R.397(2)(a)	Area for single bedded room ≥ 9.0m²			
R.397(2)(b)(i)	For multiple bedded room ≥2.0m x 3.0m/bed			
R.397(2)(b)(ii)	For multiple bedded room ≥1.5m between beds			
R.397(2)(c)	Adequate space for movement of beds in and out of the room or ward			
R.66(2)	Separate locker for each patient			
R.67(2) - (5)	Bed head lamp/toilet lights/night lights			
R.71	A nurse call system (*within easy reach of each bed)*			
R.66(3)	Cubicle curtains with built-in curtain tracks			
R.68	Hand washing facilities			
R.49(3)(c)(iv)	Patient with infectious and communicable diseases shall not be admitted with non - infectious or non-communicable diseases			
R.64(1)	No beds shall be placed in corridors or other than patient room areas except in case of emergency			
R.64(3)	Distance from nurses' station ≤ 24.4m			
R.398	**Hospice Inpatient facilities**			
(1)	Services available meet patients' needs			
(2)	Maintain administrative control			
(3)(a)	Area for private patient-family visiting			
(3)(b)	Allow for family members to remain with the patient overnight			

PROVISION	ITEM	YES	NO	COMMENT
(3)(c)	Area for family privacy after a patient's death			
(3)(d)	Flexible visiting hours with children included			
(3)(e)	Area designed and equipped for record recording, communications and storage of supplies			
(3)(f)	Separate handicapped accessible telephone for patient use			
(3)(g)	Comply with all written laws relating to health and safety			
R.399 (1)	**Hospice residential facilities** include:			
	Patient room			
	Dining facilities			
	Hand washing facilities			
	Toilet, shower and bathing area			
R.399(2)	**Area for charting, storage of supplies and personal effects of staff**			
R.54,56,69,427	**Toilet facilities**			
R.54(2)	Clear opening for patients' toilet door ≥ 0.9m & not swing inward, neither into corridor			
R.69(1)	Ratio 1 toilet:4 beds; adjacent or within patients' room.			
R.69(2)	Disabled person-friendly (*fit in wheel chairs*) with:			
(a)	Incombustible waste-paper receptacle with removable impervious liner			
(b)	Grab bar			
(c)	Nurse call system			
(d)	Hand washing facilities			
R.69(3)	Toilet for healthcare professional in each patient care unit			
R.427	Separate toilets for male and female staff			
R.56(2)	No carpet			
R.54,56,70,112	**Bathing facilities**			
(1)	Ratio 1 shower : 4 beds			
(2)	Grab bar			
(2)	Nurse call system			
(3)	Adequate space to fits in wheelchair			
R.54(2)	Clear opening for patient's bathroom door ≥ 0.9m & not swing inward, neither into corridor			

PROVISION	ITEM	YES	NO	COMMENT
56(2)	No carpet			
R.112(2)	No laundry conducted here			
R.417-418	**Mortuary or body-holding room**			
R. 417(2)	Dedicated entrance to avoid transfer through public areas			
	Separate facilities for Muslim and non-muslim bodies (*Refrigerator*)*			
R. 417(1)	Separated from other rooms or areas			
R. 418(2)	Well-ventilated body-holding room			
R. 425-429	**Staff facilities**			
R. 425	Commensurate with the type, scope and capability			
R. 426	Rest room or area with pantry			
R. 428	Separate prayer room & ablution area for male &female			
R. 429	Library or resource centre for continuing healthcare professional education			
R. 419-424	**Public Amenities**			
R. 419	Commensurate with the type, scope and capability			
R. 420	Separate toilets for male and female			
R. 420	Toilet for disable (*where feasible*)			
R. 421	Easily accessible public telephone within the facility			
R. 422	Cafeteria does not hinder patient care activities (*if available*)			
R. 423	Breastfeeding room with nappy change facilities (optional)			
R. 424	Clean and separated prayer room and ablution area for male and female (*optional*)			
	Overall findings			
S.16(1)(a)	Complies with the building layout plan, design construction and specification to which the approval to establish or maintain relates			
S.16(1)(b)	Equipment, apparatus, instrument, material, article, sample or substance or any other thing found in the premises, or any matter connected therewith			
R.122(2)	Infrastructure and all equipment are kept in good repair and operating condition			
R.122(2)	Sterilizers are kept in good repair and operating condition			
R.122(2)	Anaesthetic machines are kept in good repair and operating condition			
R.122(2)	Furnaces are kept in good repair and operating condition			

PROVISION	ITEM	YES	NO	COMMENT
	STANDARD &REQUIREMENT (DOCUMENTATION)			
R. 11	**Plan of organization**			
(1)	Exhibit organizational chart			
R 186	Personnel			
R.390&R.402	**Medical services**			
R.402(1)	RMP to assume all or part of the medical care functions for the patient			
R.402(2)	RMP shall:			
(a)	approve and sign the patient care plan for the patient-family			
(b)	be available to the Hospice Care Team (as necessary)			
(c)	provide information to the Hospice Care Team in developing the patient care plan			
(d)	review patient care plan at least every 30 days			
R.390&R.403	**Nursing services**			
R.403(1)	Organized nursing service under head of nursing services			
R.403(2)	Head of nursing services shall be a registered nurse			
R.403(3)	Responsibilities of head of nursing services and nursing staff shall include:			
(a)	developing nursing objectives, policies and procedures			
(b)	prescribing duties and responsibilities for all nursing staff			
(c)	establishing staffing schedules			
(d)	developing orientation and training programmes for nursing staff			
(e)	developing a programme of performance and evaluation of nursing staff			
R.403(4)	A registered nurse shall:			
(a)	assess the patient-family and identify nursing needs			
(b)	plan, supervise and evaluate the nursing care for each patient-family			
R.403(5)	SRN on duty 24 hours a day			
R.403(7)	Documented of nursing care given			
R.403(10)	Nursing staff shall:			
(a)	provide care in the patients's primary residence			
(b)	observe symptoms and reactions			
(c)	meets the nursing care needs of terminally ill			

PROVISION	ITEM	YES	NO	COMMENT
R.390&R.404	Counselling or social services			
R.404	provide, either directly or by arrangement, services to the patient-family before and after the patient's death			
	Policy			
R.21(1)(a)	Contract between practitioner and private healthcare facilities			
R.116(1)	Valid contract or arrangement with commercial laundry services *(in house/ outsourced)*			
R.263(c)	Food Handling Certificate for premise with dietary service *(if applicable)*			
	Valid contract or arrangement on pest control			
R.395	**Admission policy**			
(a)	Terminally ill and prognosis is verified by RMP			
(b)	Patient-family and RMP agreed with the hospice care			
(c)	With written consent			
(d)	Patient-family under medical care of RMP			
R.21(1)(b)	Procedure for patient admission, discharge and transfer			
R.21(1)(c)	Procedure for patient registration, attendance and referral			
R.21(1)(d)	Incident reporting			
R.21(1)(e)	Maintenance of physical plan and equipment			
R.21(1)(f), R. 49	Infection control policy			
R.21(1)(g)	Volunteers			
R.21(1)(h)	General maintenance			
R.21(1)(i)	Responsibility of RMP			
R.21(1)(j)	Supervision/training/housekeeping staff			
R.21(1)(k)	Transportation of lab specimen			
R.21(2)(a)	Made available to all staff			
R.21(2)(b)	Review every 5 years			
R. 93	Housekeeping			
R. 24(1)(a)	Policy statement for staff identification			
R.24(1)(d)	Patient right			
R. 25(a)	Identify staff through uniform/badges			
R. 25(b)	Name and professional status of staff providing care or treatment			
R. 24(1)(b)	Policy statement for billing procedures			
R. 26(1)(a)	Able to produce estimated charges for services			

PROVISION	ITEM	YES	NO	COMMENT
R. 26(3)	Itemised billing			
R. 24(1)(c)	Policy statement for consent			
R. 24(2)	Policy statement exhiibited conspicuous of the facilities			
R.397(3)	Bed linen changes ≥ 2x perweek			
	Standard Operating Procedure (SOP) / Manual			
R. 11	**Plan of organization**			
(1)	Organization chart displayed			
(2)	Plan of organization available in writing			
R. 12, R.401	**Person In Charge**			
	- registered medical practitioner			
	- check qualification, training, experience			
R. 13	**Healthcare professional**			
(1)	Registered under related regulatory body			
(1)	Temporary register for temporary staff			
R. 14	**Patient care or treatmen**t			
(1)(a)	Professional care by RMP / RDP			
R. 15	**Orders for diagnostic procedure, medication or treatment**			
(1)(a)	Treatment card written order by RMP/RDP			
R. 17	**Volunteer programme (personal care duties)**			
(1)	List of volunteers/orientation provided			
(4)	Volunteers professional qualification/ training/ experience			
R.407	**Volunteer services**			
(1)	trained volunteer services to promote patient care			
(2)	volunteer programme (record and activities)			
(3)	designated director			
(5)	preserve secrecy on patients' information			
(6)	services provided in accordance with the written patient care plan and recorded in the clinical record			
R.18	**Patient Identification**			
(a)	Suitable identification			
R. 19	**Incident reporting**			
(1)	Record of incident reporting			

PROVISION	ITEM	YES	NO	COMMENT
(2)	6 monthly statistical return			
R. 38 - R. 41	**Grievance mechanism / procedure**			
R. 42 - 46	**Patient's Medical Records**			
R. 43(2)	Appropriate medical record system (Patient identification, relevant clinical details, details on the procedures including consent form etc)			
R. 47, R. 48	**Consent**			
R. 47(3)	Consent shall be in writing			
R. 91	**Refuse**			
(2)	Refuse container thoroughly clean after each emptying			
(3)	Refuse remove daily			
(5)	No burning of refuse within private healthcare facilities			
(7)	Wash hand after handling refuse			
R. 92	**Hazardous waste**			
(3)	General waste handled accordingly			
(4)	All hazardous waste managed appropriately			
R. 93 - 100	**Housekeeping**			
93(2)	Housekeeping supervisor			
95	Proper cleaning method			
96	Maintenance of cleaning equipment			
97	Selection of germicide			
	Record			
	Registers and rosters			
R. 29	Admission and discharge register			
R. 30	Patient's medical record register			
R. 34	Staff register			
R. 35	Volunteer register			
R. 36	Roster			
R. 37	Statistical return			
	Patient Care Facilities and Services			
R.398	**Patient care areas in hospice inpatient facilities**			
3 (a)	privacy for visiting			

PROVISION	ITEM	YES	NO	COMMENT
3 (b)	allow family be with patient overnight			
3 (c)	provide privacy for family after patient death			
3 (d)	flexible visiting hours including children			
3 (g)	comply with all written law relating health and safety			
R.400	**Hospice Care Team**			
(1)	● Registered Medical Practitioner (RMP)			
(1)	● Registered Nurse			
(2)	members include patient and patient-family			
(3)(a)	establish patient care plan			
(5)	progress note			
(7)	documentation of coordination and continuity of care			
	Patient-family assessment			
R.396(1)	determine the unit of care for the patient-family			
R.405	**Religious or spiritual services**			
(1)	made available upon request by patient/family			
(2)	there shall be define policy regarding the delivery of religious or spiritual			
(5)	all religious services provided documented			
R.406	**Bereavement services and counselling**			
(1)	provided for family before and following the patient step			
(2)	provided by a trained person			
R.407	**Volunteer services**			
(1)	trained volunteer services to promote patient care			
(2)	developed implement and document volunteer programme			
(3)	designated a volunteer services director			
(5)	volunteer preserve secrecy of patient			
(6)	document services provided by volunteers in clinical record			
R.408	**Homemaker services**			
(1)	supervision of homemaker			
(2)	Proper 8 hours training			
R.409	**Hospice ambulatory care services**			

PROVISION	ITEM	YES	NO	COMMENT
(1)	approved by the DG			
(2)	maintain records and document services			
(3)	sufficient qualified staff			
(4)	written policies and procedures relevant to the operation of the centre			
R.410	**Respite care services**			
R.411	**Personal care services for hospice inpatient or residential facilities**			
(2)	Proper 40 hours of training for personal care aid			
R.412	**Dietary services**			
(1)	provide freedom of choice diet by train food handles			
(2)	serve 3 regular meal			
(4)	food of acceptable standard			
R.413	**Quality Assurance**			
(1)	Quality assurance programme			
(3)	medical record review committee			
(4)	meet at least twice yearly and dated and signed minutes			
(6)	report findings to the licensee and Medical Advisory Committee			
	Pharmaceutical Services			
R.414 (1)	written policies for the administration and provision of pharmaceutical services			
R.415 (1)	all prescription medications in writing by RMP/RDP			
R.415 (2)	current documentation of all prescription medications			
R.415 (3)	written procedure for disposal or destruction of controlled drugs			
R.416	**Contractual services**			
(1)	contract with other healthcare providers			
(2)	written contracts			
(5) (a)	specified in the patient care plan			
(5) (b)	specify financial arrangements			
(5) (c)	be dated and signed			
(5) (d)	reviewed on an annual basis			
R 210(a)	Patients identification			
R 208	Consent form			

PROVISION	ITEM	YES	NO	COMMENT
	Record, Registers and rosters			
S. 74	**Program and activities on quality**			
S.74(1),(2)	Information on quality programme and activities			
R.127(3)	Periodically evaluate of the adequacy in term of patient, nursing and personal care needs (*with head of nursing*)			
R.127(2)	Continuous evaluation plan of nursing & personal care			
R.132(2)	Continuous evaluation plan of medical assistant care			
S.72	Mortality assessment committee at facility level (*optional*)			
	Overall findings			
S.16(1)(c)	Complies with standards or requirements: books, records, policies, standard operating procedures, clinical practice guidelines or the management or related matters			

Comments:	
Recommendation:	

Prepared by: **(Name & Stamp)**		**Verified by:** **(Name & Stamp)**
Date :		**Date:**