




What's New

The following chart shows which PolicySource™ Home Care policies, procedures, and plans (P&Ps) are either new or significantly updated for July 2021. In addition, the file names of any new P&Ps end with “NEW!”; the file names of P&Ps with significant updates end with “UPDATED!” and have redline marks to indicate removed or added text. The paper clip indicates a sample attachment or supporting document for a P&P. Its use is not required by the standards and is provided here as support only.

GET STARTED
<ul style="list-style-type: none"> ● UPDATED! Get Started: Added content to explain applicability elements in P&Ps ● UPDATED! Policies, Procedures, or Plans for Home Care: Clarified basis of inclusion for all P&Ps ● Made minor editorial changes
ENVIRONMENT OF CARE
<ul style="list-style-type: none"> ● NEW! Compressed Gas Cylinder Management Policy: Added sample policy to support EC.02.05.09, EP 12, which requires a policy for managing compressed gas cylinders ● NEW! Emergency Backup for Medication Dispensing and Refrigeration Equipment Policy: Added sample policy to support EC.02.05.03, EPs 14 and 15, which require a written policy for providing emergency backup power for essential medication dispensing equipment and refrigeration for medications ● NEW! Emergency Lighting System and Emergency Generator Testing Procedures: Added sample procedures to support EC.02.05.07, EPs 1–7, 9, and 10, which lists requirements for testing lighting systems and emergency generators ● NEW! Fire Drill Procedures: Added sample procedures to support EC.02.03.03, EPs 1 and 2, which require organizations to conduct fire drills ● NEW! Fire Response Plan: Added sample plan to support EC.02.03.01, EP 9, which requires a written plan for responding to fires ● NEW! Piped Medical Gas and Vacuum System Management Policy: Added sample policy to support EC.02.05.09, EPs 7 and 10, which lists requirement to test and manage piped medical gas and vacuum systems
EMERGENCY MANAGEMENT
<ul style="list-style-type: none"> ● NEW! 1135 Waiver Request Procedures: Added sample procedures to support EM.02.01.01, EP 14, which requires organizations to have written procedures for requesting an 1135 waiver ● NEW! Emergency Operations Plan: Added sample plan to support EM.02.01.01, EPs 2, 4, and 5, which requires a written plan describing an organization’s response procedures and recovery strategies during an emergency ●  NEW! Patient Emergency Tracking Log: Added sample log to support the new sample Emergency Operations Plan
EQUIPMENT MANAGEMENT
<ul style="list-style-type: none"> ● NEW! Staff-Use Medical Equipment Maintenance Policy: Added sample policy to support EQ.01.03.01, EPs 2, 3, and 5, and EQ.02.01.01, EPs 1 and 2, which require organizations to conduct maintenance, testing, and inspection of medical equipment that is provided to patients and that is used by staff
HUMAN RESOURCES
<ul style="list-style-type: none"> ● No changes

INFECTION PREVENTION AND CONTROL
<ul style="list-style-type: none"> • NEW! Infection Prevention and Control Plan: Added sample plan to support IC.01.02.01, EP 3, IC.01.04.01, EPs 1–5, and IC.01.05.01, EP 2, which requires organizations to identify risks for acquiring and spreading infections and plan infection prevention and control activities • NEW! Infectious Disease Outbreak Response Procedures: Added sample procedures to support IC.01.05.01, EP 5, and IC.01.06.01, EP 4, which requires procedures for how an organization will investigate outbreaks of infectious disease and how it will respond to potentially infectious patients
INFORMATION MANAGEMENT
<ul style="list-style-type: none"> • No changes
LEADERSHIP
<ul style="list-style-type: none"> • NEW! Contracted Services Policy: Added sample policy to support LD.04.03.09, EP 2, which requires the organization to describes the scope of services provided through contractual agreements • NEW! Ethical Business Practices Policy: Added sample policy to support LD.04.02.01, EP 2, and LD.04.02.03, EP 1, which requires a written policy that defines situations representing conflicts of interest with staff and processes to address ethical issues or issues prone to conflict
MEDICATION COMPOUNDING
<ul style="list-style-type: none"> • NEW! Compounding Area Integrity Policy: Added sample policy to support MC.03.06.05, EPs 1–10, which requires a policy to address the integrity of the compounding area, handling of CSPs, and staff use of PPE •  NEW! Medication Compounding Checklist: Added checklist to support new sample Policy for Environmental Quality Control for Compounded Sterile Preparations • NEW! Nonsterile Compounding Components Management Policy: Added sample policy to support MC.05.02.03, EP 1, which requires an organization to address selecting, handling, and storing nonsterile compounding components • NEW! Nonsterile Compounding Policy: Added sample policy to support MC.05.01.01, EP 1, and MC.05.05.01, EP 1, which requires that nonsterile compounding procedures are defined and documented • NEW! Policy for Environmental Quality Control for Compounded Sterile Preparations: Added sample policy to support MC.03.06.01, EP 1, which requires a policy to maintain the environmental quality control for compounding sterile preparations
MEDICATION MANAGEMENT
<ul style="list-style-type: none"> • NEW! Accessibility of Patient Medication Information Policy: Added sample policy to support MM.01.01.01, EP 1, which requires a policy describing patient information that must be made accessible to staff who manage patient medications •  NEW! Medication Event Incident Report: Added sample report to support the sample Medication Event Response Policy
NATIONAL PATIENT SAFETY GOALS
<ul style="list-style-type: none"> • No changes
PROVISION OF CARE, TREATMENT, AND SERVICES

<ul style="list-style-type: none">• NEW! Discharge Planning Policy: Added sample policy to support PC.04.01.01, EP 1, which requires organizations to address patients' continuing care needs after discharge or transfer• UPDATED! Initial Assessment Procedures for Home Health and Hospice: Added applicable element of performance reference to PC.01.02.07 and PC.01.02.09
PERFORMANCE IMPROVEMENT
<ul style="list-style-type: none">• NEW! Performance Improvement Policy: Added sample policy to support PI.02.01.01, EPs 4 and 8, and PI.03.01.01, EPs 1 and 2, which requires organizations to analyze and compare data to identify improvement opportunities and to prioritize and act on the opportunities
RECORD OF CARE, TREATMENT, AND SERVICES
<ul style="list-style-type: none">• No changes
RIGHTS AND RESPONSIBILITIES OF THE INDIVIDUAL
<ul style="list-style-type: none">• NEW! Patient Responsibilities Policy: Added sample policy to support RI.02.01.01, EP 1, which requires organizations to have a written policy defining patient responsibilities
WAIVED TESTING
<ul style="list-style-type: none">• NEW! Staff Waived Testing Competency Assessment Policy: Added sample policy to support WT.03.01.01, EP 6, which requires organizations to have a written policy describing the intervals for assessing waived testing competency• NEW! Waived Testing Policy: Added sample policy to support WT.01.01.01, EP 2, which requires organizations to have written policies and procedures for waived testing• NEW! Waived Testing Quality Control Plan: Added sample plan to support WT.04.01.01, EP 1, which requires a written quality control plan for waived testing
RESOURCES
<ul style="list-style-type: none">• NEW! Applicability Grid• UPDATED! RWD Chapter for <i>CAMHC</i>: Updated to reflect July 1, 2021, changes to <i>CAMHC</i>