

Last Minute Survey Checklist

Hallways & Exits	<ul style="list-style-type: none"> • Any equipment in hallways is on wheels and moves at least every 20 minutes. • Nothing blocking access to: <ul style="list-style-type: none"> ○ Electrical Panels, Fire Pull Stations, Medical Gas/O2 Shut offs ○ Fire Exits, Pathways to Fire Exits
Emergency Equipment	<ul style="list-style-type: none"> • Crash Cart/ Emergency Bags and EKG/Defibrillator checked • Crash Cart is clean, free of dust and organized
O2 Tanks	<ul style="list-style-type: none"> • All Medical Gas and O2 Tanks are separated Full from Used and SECURED in holder
Medications	<ul style="list-style-type: none"> • Open, unused, undated medications discarded • Open medications labeled with Beyond Use Date (28 day Rule) • No medications left unsecured. No medication in patient rooms/ top of medication cart • Medication Cart is locked when not in line of sight
Food Storage	<ul style="list-style-type: none"> • No food or drink present in Patient Care Areas unless in designated Hydration Station. • Patient Food Refrigerator/Freezer <ul style="list-style-type: none"> ○ Is clean and free of ice build-up ○ All food is labeled with expiration date ○ Personal food is labeled with Patient Name and Expiration Date. ○ No Staff food in Patient Food Storage locations.
PHI	<ul style="list-style-type: none"> • All personal health information is secured within the Nurses station.
Glucometers	<ul style="list-style-type: none"> • Are clean, free of blood residue inside and out • Cleaning directions of readily available for staff
Safety-Security	<ul style="list-style-type: none"> • On locked Units-Staff ALWAYS carry their keys to the fire alarm and exit doors on their body. • Staff apply de-escalation techniques PRIOR to physical interactions with patients.
Infection Prevention	<ul style="list-style-type: none"> • Linen Cart Covered and has impervious barrier on bottom shelf • Precaution/Isolation signage in place and Required PPE is readily available. • Used instruments stored in Biohazard container and drenched with enzymatic spray
Staff	<ul style="list-style-type: none"> • Easily identifiable by presence of ID Badge • Treat patients respectfully • Maintain situational awareness for patient/staff safety
UNIT SPECIFIC	