CHAP
Community Health Accreditation Partner

Home Health Policy Checklist

Standard	Policy and Procedure that supports:	CMS Tag(s)
PCC	***Patient Centered Care***	
PCC.3.I.M3	Transfer and Discharge Policies Provided within required timeframe	G412
PCC.5.I	Accessibility of care and services outside of normal operating hours	N/A
PCC.5.I.M1	Expected response of personnel to meet patient needs	N/A
PCC.7.I	Complaint Process	N/A
PCC.8.I	Handling of suspected mistreatment/neglect/abuse	N/A
PCC.8.I.M1	Expectations for staff reporting of potential abuse	G488
APC	***Assessment, Planning and Coordination***	
APC.2.I	Patient care and Services policies addressing CMS requirements	G510 - G546, G550
APC.5.I	Patient assessments conducted according to specified timeframes	N/A
APC.10.D.M1	Criteria and Process for transfer and discharge	G452 - G462, G472, G474
APC.10.D.M2	Transfer/Discharge of a patient "for cause"/ summary content	G462 - G470, G564,
APC.10.I	Transition of Care and Discharge Planning	G560
APC.11.I.M1	Discharge Process for patients going to another HHA or a facility	G562
CDT	***Care Delivery and Treatment***	
CDT.2.I	Scope of Services	N/A
CDT.3.I.M1	Services provided in accordance with clinical practice guidelines	G570, G984
CDT.4.D	Acceptance, documentation, verification and authentication of orders	G584
CDT.5.I.M(1-2)	Orders accepted, signed, dated	G584
CDT.7.I.M1	Care delivery and supervision of skilled professional services	G700, G702
CDT.10.I	Supervision of Care	N/A
HRM	***Human Resource Management***	
HRM.1.D	Personnel policies supporting operations and care delivery	G944, G952
HRM.3.I	Hiring Criteria	G848
HRM.6.D	Ongoing education	N/A
HRM.9.I	Supervision of Personnel	N/A
HRM.10.I	Evaluation of Personnel Performance	N/A

CQI	Continuous Quality Improvement	
CQI.2.D	Definition of outcomes and measures including in CQI program	N/A
CQI.5.I.M1	Implementation of PI projects	G658
IPC	Infection Prevention and Control	
IPC.1.D	IPC policies reflect scope and complexity of services	N/A
IPC.1.D.M1	Specific policies: required	G680, G682
IPC.1.I.M4	Influenza and pneumococcal vaccine	G582
IPC.3.I	Use of hand hygiene and PPE	N/A
IPC.4.I	Storage and transportation of supplies/equipment	N/A
IPC.4.I.M1	Bag technique	G682
IPC.6.I.M1	Cleaning and disinfection of work surfaces	G684
IPC.8.I	TB testing/screening	G684
IPC.10.I	Addressing occupational exposures and post exposure interventions	G684
IPC.11.I	Personnel Exposure reporting	G684
IPC.12.I	Agency exposure reporting to authorities	G684
IPC.15.I	Policy establishes individuals eligible to be fully vaccinated for COVID-19	G687
IPC.16	Elements to be included in COVID-19 fully vaccinated eligibility policy	G687
IPC.17	Process to request temporary delay/exception/exemption form full vaccination	G687
IPC.18	Requirements related to a temporary delay	G687
IPC.19	Policy states two exceptions to full vaccination	G687
IPC.20	Requirements for medical or spiritual exemption	G687
IPC.21	Demonstration of vaccination status of employees per policy	G687
EP	Emergency Preparedness	
EP.1.D	Documented Emergency Preparedness Plan	E0001
EP.1.D.M1	Based on risk assessment, addresses patient population, addresses continuity of service provision	E-1, E-4, E-6, E-7, E-9, E-13
EP.1.D.M3	Communication Plan	E-29 – E-34
EP.2.D.M1	Specific required policies based upon the emergency plan	E-13, E-17, E-19, E-21, E-23, E-24
EP.3.D.M1	Training Program for emergency preparedness	E-36, E-37
EP.4.I.M1	Testing Program	E-36

LG	Leadership and Governance	
LG.11.D.M1	Definition of organizational structure	G940
FS	**Financial Stewardship**	
FS.2.I.M2	Presence of an overall plan and annual budget	G988
FS.2.I.M4	Capital expenditure management	G988
IM	**Information Management**	
IM.1.D	Information management policies address collection/protection/sharing and retention of information	N/A
IM.1.D.M2	Discontinuation of operations	G1026
IM.2.I.M1	Retention of records	G1026
IM.5.D	Protocols for standardized collection and documentation of patient data	N/A
IM.5.I	Use of standardized formats for documentation	N/A
IM.6.I.M1	Transmission of OASIS	G370-G378, G386