

# Home Health Policy List

**Disclaimer:** The policies in this list are associated with CHAP standard requirements. The list is not inclusive of all policies required by federal or state hospice regulations for regulatory compliance.

**Note:** This is a guideline. Additional information to include State-specific requirements (as applicable) may be requested at any time during the site visit.

CHAP Standard	Policy and Procedure	CMS Tag(s)	Present
PCC.6	Transfer and discharge policies provided within required timeframe.	G412, G422	<input type="checkbox"/>
PCC.7	Accessibility of care and services outside of normal operating hours, expected response of personnel to meet patients' needs.	N/A	<input type="checkbox"/>
PCC.8	Complaint process.	G414, G432	<input type="checkbox"/>
PCC.9	Handling of suspected mistreatment/neglect/abuse.	G478	<input type="checkbox"/>
PCC.10	Expectations for staff reporting of potential abuse.	G488	<input type="checkbox"/>
<b>Assessment, Planning and Coordination (APC)</b>			
APC.1-APC.3	Patient care and services policies addressing CMS requirements.	G550, G570, G958-968, G700, G804	<input type="checkbox"/>
APC.4-APC.5	Patient assessments are conducted according to specified timeframes.	G514, G516, G510, G514	<input type="checkbox"/>
APC.9-APC.11	Plan of care, Care planning.	G570, G572, G704, G708	<input type="checkbox"/>
APC.12		G572, G588-598	<input type="checkbox"/>
APC.19	Criteria and process for transfer and discharge.	G452-G462, G472, G474, G564	<input type="checkbox"/>
APC.20	Transfer/Discharge of a patient "for cause" and summary content.	G462-G470	<input type="checkbox"/>
APC.22	Transition of care and discharge planning.	G560	<input type="checkbox"/>
APC.22-APC.23	Discharge process for patients going to another HHA or a facility.	G562, G564, G1022	<input type="checkbox"/>
<b>Care Delivery and Treatment (CDT)</b>			
CDT.1	Scope of services.	G570, G982	<input type="checkbox"/>
CDT.2-CDT.3	Services provided in accordance with clinical practice guidelines.	G848, G984	<input type="checkbox"/>
CDT.5	Acceptance, documentation, verification and authentication of orders.	G584	<input type="checkbox"/>
CDT.7	Orders accepted, signed, dated.	G584	<input type="checkbox"/>
CDT.8	Care delivery and supervision of skilled professional services.	G700, G702	<input type="checkbox"/>
CDT.18	Remote monitoring/Telemonitoring.	N/A	<input type="checkbox"/>

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Human Resource Management (HRM)			
HRM.1	Personnel policies supporting operations and care delivery.	G952, G848	<input type="checkbox"/>
HRM.1	Hiring criteria.	N/A	<input type="checkbox"/>
HRM.10	Aide training and competency requirements.	G760, G762, G764, G766	<input type="checkbox"/>
HRM.11	Aide competency assessment.	G702, G764, G768, G772	<input type="checkbox"/>
HRM.18	Supervision of personnel.	N/A	<input type="checkbox"/>
HRM.22	Evaluation of personnel performance.	N/A	<input type="checkbox"/>
HRM.23	Aide annual observation visit.	G813	<input type="checkbox"/>
Continuous Quality Improvement (CQI)			
CQI.1-CQI.3	Organization-wide CQI program.	G640, G642, G644,	<input type="checkbox"/>
CQI.6-CQI.7	Implementation of PI projects.	G658	<input type="checkbox"/>
Infection Prevention and Control (IPC)			
IPC.1-IPC.2	IPC policies reflect scope and complexity of services. Specific policies required:	G680, G682	<input type="checkbox"/>
IPC.5	<ul style="list-style-type: none"> <li>Influenza and pneumococcal vaccine.</li> </ul>	G582	<input type="checkbox"/>
IPC.6	<ul style="list-style-type: none"> <li>Use of hand hygiene and PPE.</li> </ul>	G682	<input type="checkbox"/>
IPC.7	<ul style="list-style-type: none"> <li>Storage and transportation of supplies/equipment.</li> </ul>	N/A	<input type="checkbox"/>
IPC.8	<ul style="list-style-type: none"> <li>Bag technique.</li> </ul>	G682	<input type="checkbox"/>
IPC.11	<ul style="list-style-type: none"> <li>Cleaning and disinfection of work surfaces.</li> </ul>	G684	<input type="checkbox"/>
IPC.14	<ul style="list-style-type: none"> <li>TB testing/screening.</li> </ul>	G684	<input type="checkbox"/>
IPC.16	<ul style="list-style-type: none"> <li>Occupational exposures and post exposure interventions.</li> </ul>	G684	<input type="checkbox"/>
IPC.16	<ul style="list-style-type: none"> <li>Personnel exposure reporting.</li> </ul>	G684	<input type="checkbox"/>
IPC.16	<ul style="list-style-type: none"> <li>Agency exposure reporting to authorities.</li> </ul>	G684	<input type="checkbox"/>
Emergency Preparedness (EP)			
EP.1	Documented Emergency Preparedness Plan.	E-1	<input type="checkbox"/>
EP.2	Based on risk assessment, addresses patient population, addresses continuity of service provision.	E-1, E-4, E-6, E-7, E-9, E-13	<input type="checkbox"/>
EP.3	Communication plan.	E-29–E-34	<input type="checkbox"/>
EP.6	Specific required policies based upon the emergency plan.	E-13, E-17, E-19, E-21, E-23, E-24	<input type="checkbox"/>
EP.7	Training program for emergency preparedness.	E-36, E-37	<input type="checkbox"/>
EP.8	Testing program.	E-36	<input type="checkbox"/>
EP.9-EP.10	Annual testing and analysis.	E-39	<input type="checkbox"/>
Leadership and Governance (LG)			
LG.5-LG.6	Governance.	G942, G946, G640, G644, G660	<input type="checkbox"/>
LG.13	Definition of organizational structure	G940	<input type="checkbox"/>

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LG.13	HHA acceptance-to-service (Admission Policy).		
<b>Financial Stewardship (FS)</b>			
FS.2-FS.3	Prepared overall plan and annual budget.	G988, G942	<input type="checkbox"/>
FS.4-FS.5	Capital expenditure plan.	G988	<input type="checkbox"/>
<b>Information Management (IM)</b>			
IM.1	Information management policies address the collection/protection/sharing, and retention of information.	N/A	<input type="checkbox"/>
IM.2	Discontinuation of operations.	G1026	<input type="checkbox"/>
IM.3	Retention of records.	G1026	<input type="checkbox"/>
IM.7	Release of information.	G1030	<input type="checkbox"/>
IM.9	Confidentiality of PHI.	G350	<input type="checkbox"/>
IM.10	Protocols for standardized collection and documentation of patient data.	N/A	<input type="checkbox"/>
IM.13	Transmission of OASIS.	G370-G378, G386	<input type="checkbox"/>
<b>Compliance Program (CP)</b>			
CP.1	Compliance Program/Compliance Officer.	N/A	<input type="checkbox"/>
CP.3	Standards of conduct.	N/A	<input type="checkbox"/>
CP.6	Investigation and reporting of compliance issues.	N/A	<input type="checkbox"/>