

# Hospice 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.

CHAP Standard	Policy and Procedure	CMS Tag(s)	Present
<b>Patient Family Centered Care (HPFC)</b>			
HPFC.1.D	Written patient Bill of Rights.	L500, L502	<input type="checkbox"/>
HPFC.2.D	Elements of the Patient Bill of Rights.	L503, L505, L512-L519	<input type="checkbox"/>
HPFC.6.D	The policies that define the complaint/grievance management process.	N/A	<input type="checkbox"/>
HPFC.7.D	Process to ensure all allegations of mistreatment, neglect, abuse, or misappropriation of property are reported immediately.	L508	<input type="checkbox"/>
HPFC.8.D	Policy of how the Hospice responds to alleged violations by anyone working on Hospice's behalf.	L509, L510, L511	<input type="checkbox"/>
HPFC.9.D	Hospice informs and distributes to the patient written advance directives policies including applicable state law.	L503	<input type="checkbox"/>
<b>Hospice Assessment, Care Planning &amp; Coordination (HCPC)</b>			
HCPC.1.I HCPC.18.I HCPC.22.I	IDG responsibilities and oversight.	L536, L539 L536 L552, L553	<input type="checkbox"/>
HCPC.15.I	Drug review process and update of profile.	L530	<input type="checkbox"/>
HCPC.21.I	Process for IDG documentation of the patient's or representative's level of understanding, involvement, and agreement with the POC.	L545-L551	<input type="checkbox"/>
HCPC.23.D	Policies that define systems of communication and care coordination.	L554, L555, L556, L557, L558	<input type="checkbox"/>
<b>Hospice Care Treatment Delivery and Transitions (HCDT)</b>			
HCDT.23.D	(CAM) Complementary and Alternative Medical Services policies.	N/A	<input type="checkbox"/>
HCDT.25.D	Remote or Telemonitoring services policies.	N/A	<input type="checkbox"/>
HCDT.34.D	Policies for management and disposal of controlled drugs in the patient's home.	L694	<input type="checkbox"/>
HCDT.36.D	Defined continuity of care during transfer of care and live discharge.	N/A	<input type="checkbox"/>
<b>Hospice Inpatient Care (HSIC)</b>			
HSIC.5.D	Short term inpatient care written agreement elements.	L763-L772	<input type="checkbox"/>

## Hospice Policy List

HSIC.9.D	Facility Emergency Preparedness requirements (Hospice Owned).	E0015	<input type="checkbox"/>
HSIC.10.D	Inpatient facility EP P/P based on the Hospice EP plan.	E0018-E0022, E0026	<input type="checkbox"/>
HSIC.22.I	Visitation policy.	N/A	<input type="checkbox"/>
HSIC.26.I	Policy on changing of linen (Hospice owned IPU).	L835	<input type="checkbox"/>
HSIC.27.I	Elements required in infection control program.	L833	<input type="checkbox"/>
HSIC.30.D	Policy for medication dispensing.	L691	<input type="checkbox"/>
HSIC.32.I	Disposal of controlled substances.	L698	<input type="checkbox"/>
HSIC.35.D	Restraint/seclusion policy.	L840-L842	<input type="checkbox"/>
HSIC.36.I	Requirements related to the use of restraint/seclusion.	L843, L844, L845	<input type="checkbox"/>
HSIC.39.D	Elements of the inpatient restraint policy.	L846 - L849, L851	<input type="checkbox"/>
HSIC.43.I	Policy related to training.	L850, L856-L860	<input type="checkbox"/>
HSIC.44.D	Monitoring the physical and psychological wellbeing of a restrained or secluded patient.	L858	<input type="checkbox"/>
HSIC.46.I	Handling patient deaths during use of restraint/seclusion.	L861	<input type="checkbox"/>
<b>Hospice Human Resource Management (HSRM)</b>			
HSRM.1.D	HR/Personnel policies.	N/A	<input type="checkbox"/>
HSRM.2.D	Written job descriptions.	N/A	<input type="checkbox"/>
HSRM.14.I	Policies and procedures regarding competency assessments.	L614, L663	<input type="checkbox"/>
HSRM.29.D	Performance evaluations.	N/A	<input type="checkbox"/>
<b>Hospice Infection Prevention &amp; Control (HIPC)</b>			
HIPC.1.D	Written infection control program.	L577-L582	<input type="checkbox"/>
HIPC.4.I	Organizational direct care staff bag policy.	L579	<input type="checkbox"/>
HIPC.8.D	Policy for cleaning work surfaces in the patient's environment.	L579	<input type="checkbox"/>
HIPC.10.D	Policies and procedures for reporting work related exposure and post-exposure follow-up		<input type="checkbox"/>
HIPC.9.1	TB Testing/Screening.	L580	
<b>Hospice Information Management (HSIM)</b>			
HSIM.1.D	Policy and procedure for clinical records management.	L681	<input type="checkbox"/>
HSIM.2.I	List of 'Do Not Use' symbols, acronyms, and abbreviations.	N/A	<input type="checkbox"/>
HSIM.4.I	Entries in the clinical record comply with policy.	L679	<input type="checkbox"/>
HSIM.7.I	Retention of records in the event of discontinued operations.	L681	<input type="checkbox"/>

# Hospice Policy List

Hospice Services Emergency Preparedness (HSEP)			
HSEP.2.D	The Emergency Plan including the all-hazards risk assessment.	E-4, E-6, E-7, E-9	<input type="checkbox"/>
HSIC.10.D HSEP.3.D	Policies and Procedures.	E-13, E-16, E-19, E-23-E-26	<input type="checkbox"/>
HSEP.4.D	The communication plan.	E-29-E-33	<input type="checkbox"/>
HSEP.5.D	The training plan.	E-36, E-37	<input type="checkbox"/>
HSEP.6.I	The testing plan.	E-39	<input type="checkbox"/>
HSEP.7.I	Unified and integrated EP program if part of an integrated health system (as applicable).	E-42	<input type="checkbox"/>
Hospice Quality Assessment Performance Improvement (HQPI)			
HQPI.1.D	Responsibility of the Governing Body for QAPI program.	L559 - L561, L565, L575	<input type="checkbox"/>
HQPI.6.I	Hospice performance improvement (PI) activities.	L566, L568, L580, L586	<input type="checkbox"/>
HQPI.9.I	The scope of performance improvement projects conducted annually.	L571, L572, L573	<input type="checkbox"/>
Hospice Leadership and Governance (HSLG)			
HSLG.3.I	Duties and responsibilities to be assigned to Alternate Administrator.	L651	<input type="checkbox"/>
HSLG.14.D	Oversight of all written agreements (contracts).	L655	<input type="checkbox"/>
HSLG.6.I	Annual budget.	N/A	<input type="checkbox"/>
HSLG.15.D	The Medical Director contract (if applicable).	L666	<input type="checkbox"/>
HSLG.16.D	Specialized nursing service contract (if applicable).	L593	<input type="checkbox"/>
HSLG.17.I	A hospice operating multiple locations.	L656-L659, L799	<input type="checkbox"/>
Compliance Program (CP)			
CP.1	Compliance program/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"/>