

# HEALTHWEST

## Policy and Procedure

No. 10-009

Prepared by:

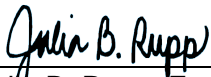
Judith E. Cohen, Network Manager

Effective: June 28, 2002

Revised: February 28, 2018

Approved by:

Subject: Environment of Care



Julia B. Rupp, Executive Director

### I. POLICY

It is the policy of HealthWest to require all contracted Providers to comply with applicable State, Federal, and local environment of care/infection control standards and regulations.

### II. PURPOSE

The purpose of this policy is to ensure persons receiving services, staff, and visitors have a safe, accessible, effective, and efficient environment in which services occur.

### III. APPLICATION

All contracted Providers of HealthWest.

### IV. DEFINITIONS

- A. Environment of Care: Site where Behavior Health Services are provided.
- B. Safety Coordinator (or equivalent): Designated individual(s) responsible for safety measures in the environment, including oversight of policy/procedure development and implementation, staff training, inspections and drills, required documentation, and reports and compliance recommendations.
- C. Element of Environment of Care: Elements of Environment of Care include:
  - 1. Safety: Protection from injury.
  - 2. Security: Protection from harm.
  - 3. Hazardous Materials Management: Safe control of HAZMAT.
  - 4. Emergency Preparedness: Effective response to disasters.

5. Life Safety.
6. Utilities Systems Management: Operational reliability of utilities.
7. Equipment: Medical and non-medical equipment maintenance.
8. Infection Control: Practices to minimize/prevent occurrence of infections.

## V. PROCEDURE

A. Network Development staff will assure contract language/Provider Manual includes requirements for compliance with monitoring of and consequences for non-compliance of State, Federal and local environment of care standards/regulations as detailed in A. and B. Responsibilities for orientation, competency, and monitoring activities specific to Licensed Independent Practitioners subcontracted by a Community Mental Health Services Program (CMHSP) accredited Provider are delegated to the accredited Provider.

B. Requirements and Monitoring:

Provider Type	Requirement	Evidence	Monitoring Schedule	Monitoring Method
<b>Accredited Provider</b> (TJC,CARF And COA only)	Compliance with State, Federal & Local regulations and standards for: <ul style="list-style-type: none"> <li>• General Safety.</li> <li>• Life Safety</li> <li>• Clinical Equipment</li> <li>• Utilities</li> <li>• Security</li> <li>• Emergency Preparedness</li> <li>• Hazardous Materials</li> <li>• Waste &amp; Chemicals</li> <li>• Infection Control</li> </ul> Mandatory submission of safety incident reports.	TJC/CARF/COA (Behavioral) Accreditation Report.  Applicable State of Michigan license(s) (full report).	Application/ Re-application.  Quarterly (Performance Indicators).  Adverse Incident.	Document Review.  Data Analysis by Network staff/designee.
<b>Non-Accredited Provider</b> (or other than TJC/CARF/COA)	Same as above.	State of Michigan Dept. Health and Human Services License.  Other applicable license(s).  Policies/	Same as above.	Document Review.  Facility Inspection.  Data Analysis by Network staff/designee.

Provider Type	Requirement	Evidence	Monitoring Schedule	Monitoring Method
		Procedures/Plan.  Orientation/ Training.  Documentation of Inspection and Drill reports (internal/external).  HealthWest/Lakeshore Regional Entity inspection document.  Performance Improvement Actions.		
<b>Licensed Independent Practitioner</b>	<p>If services provider is under contract with an accredited provider, see <b>Accredited Provider</b>.</p> <ul style="list-style-type: none"> <li>• regulations</li> <li>• evidence</li> <li>• monitoring</li> </ul> <p>If service provider is under contract with a non-accredited provider, see <b>Non-Accredited Provider</b>.</p>			

C. Consequences for non-compliance:

1. If there is a threat to the safety of a person receiving services, the requirement is to correct immediately.
2. Completion and implementation of a Plan of Correction.
3. Contract termination.

VI. REFERENCES

Department of Health and Human Services licensing regulations and requirements  
MIOSHA/OSHA Standards  
CARF Environment of Care Standards  
Public Health Acts

/jec