



# Contents

Contact Joint Commission International..... v

**Joint Commission International Surveys: General Information**

- Which Organizations Are Eligible for a JCI Home Care Accreditation Survey? .... 2
- How to Request a JCI Home Care Accreditation Survey ..... 3
- Survey Scheduling, Postponements, and Cancellations..... 5
- Tools for Accreditation Preparation, Including the Standards Manual ..... 6
- Scoring Guidelines ..... 9
- Accreditation Decision Rules..... 14
- Accreditation Preparation ..... 17
  - Accreditation Preparation Time Line ..... 19
- The Accreditation Survey..... 22
- Sample Survey Agenda ..... 23
- Tracer Methodology ..... 25
- The Accreditation Decision ..... 28

**Survey Agenda: Detailed Descriptions**

- Opening Conference and Agenda Review ..... 30
- Orientation to the Home Care Organization’s Services..... 32
- Document Review..... 33
- Daily Briefing..... 37
- Leadership for Quality, Patient Safety, Ethics, and Culture of Safety Interview... 39
- Home Visit ..... 43
- Individual Patient Tracer Activity ..... 45
- System Tracer: Infection Prevention and Control ..... 48
- System Tracer: Quality Improvement and Patient Safety..... 52
  - Quality Improvement and Patient Safety Monitoring Plan ..... 54
  - Tool: QPS Monitoring Plan: Measures Documentation Tool..... 56
- System Tracer: Facility Management and Safety..... 57
- System Tracer: Medication Management and Medication Supply Chain ..... 60
- Undetermined Survey Activities ..... 63

Medical, Nursing, and Other Staff Qualifications and Education Sessions.....	64
Tool: Medical Staff Qualifications Worksheet .....	66
Tool: Nursing Staff Qualifications Worksheet.....	69
Tool: Other Professional Staff Qualifications Worksheet.....	71
Closed Patient Medical Record Review.....	73
Tool: Closed Patient Medical Record Review Form .....	74
Surveyor Team Meetings .....	81
Surveyor Report Preparation .....	82
Leadership Exit Conference.....	83
<b>Survey Planning Tools</b>	
External Auditing Body Recommendation Worksheet.....	85
Required Documents .....	86
Standards That Reference Laws and Regulations.....	96
Tool: Laws and Regulations Worksheet.....	97