

Survey Prep *Timeline*

Six Months Pre-survey

- Action plan Risk Areas
- Months 4,5,6 use Critical Element Pathways to assess readiness (Med Storage, Med Administration, Unnecessary Meds)
- Re-assess Controlled substance Policy and procedures
- Consider need for education and need for systems:
 - Addressing Recommendations
 - Medication Storage
 - Medication administration

Survey Window

- Address survey readiness with DON
- Maintain Oversight
 - med pass
 - med storage (random spot checks)
 - check refrigerators
 - Request Nurse consulting services if still needed.
- Review Pending recommendations with DON

Post Survey

- Obtain copy of 2567 from DON
- Root cause analysis of pharmacy tags with Action plan
- Request support from pharmacy ops and nurses consultants prn
- Send copy of 2567, root cause and action plan to MCO, pharmacy director, Nurse Consultant, and account manager

**6
months**

**4
months**

**3,2,1
months**

**During
Survey**

**Post
Survey**

Four Months Pre-Survey

- Provide DON
 - Pre Survey Kit
 - Nurse Consulting Menu of Services (schedule)
 - Additional copy of Consultant RPH license
 - "Be Survey Ready" huddle inservice at each nurses station
- Review previous year survey tags for compliance
- Suggested supplemental facility audits:
 - Audit facility using Critical Element Pathways for Med Administration, Medication Storage and Unnecessary Meds
 - Meds with Parameters
 - High risk medications (insulins, anticoagulants, opioids)

During Survey

- Have DON contact you when surveyors enter building
- Notify pharmacy director, MCO, Account Manager, Nurse Consultant when surveyors enter.
- Communicate with DON regularly offering support for any questions related to pharmacy.
- Remind staff to utilize "Be Survey Ready"