



July 1, 2017

Rick Combs, Director  
Legislative Counsel Bureau  
401 S. Carson Street  
Carson City, NV 89701-4747

Dear Director Combs:

Pursuant to NRS 439.877(4) (d) (AB280), which requires patient safety committees in medical facilities to report annually on the facilities review, revision, and usage of patient safety checklists and policies, the enclosure is a summary of Incline Village Community Hospital, a part of Tahoe Forest Health System, activities during July 1, 2016 – July 1, 2017 calendar year. Each policy that enables a checklist is in the summary.

Our accreditation standards require that all clinical policies are reviewed every year. All checklists and policies were reviewed and approved according to the System's Patient Safety Plan and in compliance with NRS 439,877 et seq. Several checklists were replaced with new checklists and several patient safety policies required minor revisions. The Tahoe Forest Health System Patient Safety Plan includes the patient safety and policy compliance requirements.

Please do not hesitate to contact me at 530.582.6637 should you require additional information.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "Carl A. Blumberg".

Carl A. Blumberg, RN, MS, CPHRM  
Risk Manager and Patient Safety Officer  
Tahoe Forest Health System and  
Incline Village Community Hospital



([http://www.polycystat.com/?utm\\_source=fn&utm\\_medium=logo-link&utm\\_campaign=product](http://www.polycystat.com/?utm_source=fn&utm_medium=logo-link&utm_campaign=product))

[Home](#) [Q Title](#) [Q Department](#) [Q Owner](#) [Q Applies To](#) [\( / \) \(/policy\\_search/title/\) \(/policy\\_search/category/\) \(/policy\\_search/author/\) \(/policy\\_search/reference/\)](#)

[Q checklist](#)

Search Policies

## Search

You may be able to improve these search results by setting your default department in [My Account \(/account/mine/\)](#)

Search results for "checklist"

120 Results ordered by relevance

Title (? q=checklist&page=1&sort=name_latest_link)	Preview	Department (? q=checklist&page=1&sort=category)	Applicability (? q=checklist&page=1&sort=bloc)	Last Revised (? q=checklist&page=1&sort=revision_date)
Cleaning Checklists, Ambulatory Surgery, DEVS-901 (/policy/3148408/latest/?z=eyJpJjogMH0)	... Surgery area. POLICY: All EVS staff will clean as per the cleaning <b>checklists</b> . PROCEDURE: Refer to the attached cleaning <b>checklists</b> . Related Policies/Forms: Daily Cleaning ...	Environmental Services - DEVS	Tahoe Forest Hospital District	07/2015
Cleaning Checklists, Cancer Center, DEVS-913 (/policy/3148410/latest/?z=eyJpJjogMX0)	... cleaning the Cancer Center. POLICY: All EVS staff will use the cleaning <b>checklists</b> to ensure that no areas are overlooked during a cleaning shift. PROCEDURE ...	Environmental Services - DEVS	Tahoe Forest Hospital District	07/2015
Cleaning Checklists, ECC, DEVS-903 (/policy/3148411/latest/?z=eyJpJjogMn0)	... Extended Care Center (ECC). POLICY: All EVS staff will use the cleaning <b>checklists</b> to ensure that no areas are overlooked during a cleaning shift. PROCEDURE ...	Environmental Services - DEVS	Tahoe Forest Hospital District	08/2015
Cleaning Checklists, Graveyard Shift, DEVS-904 (/policy/3148412/latest/?z=eyJpJjogM30)	... on the graveyard shift. POLICY: All EVS staff will use the cleaning <b>checklists</b> to ensure that no areas are overlooked during a cleaning shift. PROCEDURE ...	Environmental Services - DEVS	Tahoe Forest Hospital District	08/2015
Cleaning Checklists, IVCH Downstairs, DEVS-910 (/policy/3148413/latest/?z=eyJpJjogNH0)	... are overlooked during a cleaning shift. PROCEDURE: Refer to the attached cleaning <b>checklists</b> . Related Policies/Forms: Cleaning <b>Checklists</b> , IVCH Downstairs, Cleaning <b>Checklist</b> IVCH OR References ...	Environmental Services - DEVS	Tahoe Forest Hospital District	08/2015
Cleaning Checklists, IVCH Upstairs, DEVS-912 (/policy/3148414/latest/?z=eyJpJjogNX0)	... to ensure that no areas are overlooked during a cleaning shift. PROCEDURE: Refer to the attached cleaning <b>checklists</b> . Related Policies/Forms: Cleaning <b>Checklists</b> , IVCH Upstairs	Environmental Services - DEVS	Tahoe Forest Hospital District	08/2015
Cleaning Checklists, Linens, DEVS-909 (/policy/3148416/latest/?z=eyJpJjogNW0)	PURPOSE: Provide guidance to the Housekeeping (EVS) staff regarding their cleaning duties when cleaning linens. POLICY: All EVS staff will use the cleaning <b>checklists</b> to ...	Environmental Services - DEVS	Tahoe Forest Hospital District	08/2015
Cleaning Checklists, Medical Surgery Unit, DEVS-905 (/policy/3148417/latest/?z=eyJpJjogN30)	... the Medical Surgery unit. POLICY: All EVS staff will use the cleaning <b>checklists</b> to ensure that no areas are overlooked during a cleaning shift. PROCEDURE ...	Environmental Services - DEVS	Tahoe Forest Hospital District	08/2015



Cleaning Checklists, OB & ICU, DEVS-906 (/policy/3148419/latest/?z=eyJpJjogOH0)	OB and ICU units. POLICY: All EVS staff will use the cleaning <b>checklists</b> to ensure that no areas are overlooked during a cleaning shift. PROCEDURE ...	Environmental Services - DEVS	Tahoe Forest Hospital District	08/2015
Cleaning Checklists, Terminal Clean, DEVS-908 (/policy/3148421/latest/?z=eyJpJjogOX0)	... of a patient room. POLICY: All EVS staff will use the cleaning <b>checklists</b> to ensure that no areas are overlooked during a cleaning shift. PROCEDURE ...	Environmental Services - DEVS	Tahoe Forest Hospital District	08/2015
Cleaning Checklists, TFH First Floor, DEVS-902 (/policy/3148422/latest/?z=eyJpJjogMTB9)	... the TFH main hospital. POLICY: All EVS staff will use the cleaning <b>checklists</b> to ensure that no areas are overlooked during a cleaning shift. PROCEDURE ...	Environmental Services - DEVS	Tahoe Forest Hospital District	08/2015
Competencies, DRHB-00008 (/policy/2902724/latest/?z=eyJpJjogMTF9)	... time of hire and approximately every 3 years following with the Skills <b>Checklist</b> of Competency. Competencies will also be recorded on a therapists AMR Competencies ...	Rehabilitation PT/OT - DRHB	Tahoe Forest Hospital District	12/2015
Departmental Clinical Competencies, DOCC-1610 % (/policy/2935945/latest/?z=eyJpJjogMTJ9)	... at the time of hire or transfer to the department. See Skills <b>checklist</b> of Competence for job specific skills. Point of Care testing is done ...	Occupational Health - DOCC	Tahoe Forest Hospital District	10/2016
Out Patient Pre-Surgery Procedure, DPTREG-41 (/policy/2529360/latest/?z=eyJpJjogMTN9)	... bands and admission record generated from this data. PROCEDURE: Utilizing an "Admission <b>Checklist</b> ". The PBX Operator will verify the following information for the next day ...	Patient Registration - DPTREG	Tahoe Forest Hospital District	12/2015
OR Terminal Cleaning, DEVS-516 (/policy/3148536/latest/?z=eyJpJjogMTR9)	... rooms shall be cleaned nightly as per the attached OR Terminal Clean <b>checklist</b> . Each OR suite shall be inspected for cleanliness every morning. Any problems ...	Environmental Services - DEVS	Tahoe Forest Hospital District	07/2015
Respiratory Services Scope, ED, DEDI-237 (/policy/3472234/latest/?z=eyJpJjogMTV9)	... by respective RN's. All RN's will complete an initial skills <b>checklist</b> upon hire, which includes the respiratory services provided, prior to administering treatments ...	Incline Village Emergency Department - DEDI	Tahoe Forest Hospital District	02/2016
Respiratory Therapy Scope of Services, ANS-204 (/policy/3646958/latest/?z=eyJpJjogMTZ9)	... by respective RN's. All RN's will complete an initial skills <b>checklist</b> upon hire, which includes the respiratory services provided, prior to administering treatments ...	Nursing Services - ANS	Tahoe Forest Hospital District	05/2017
Standard Responsible Personnel, DMAM-16 (/policy/3294700/latest/?z=eyJpJjogMTd9)	... Melissa Sebring Pam Moutinho QA/QC tests to be performed. Mammography visual <b>check list</b> Phantom images Repeat analysis Processor quality control Compression Selenia Visual check ...	Mammography - DMAM	Tahoe Forest Hospital District	02/2017
Assessing Staff Competency, DEDU-7 (/policy/3540989/latest/?z=eyJpJjogMTh9)	... during the initial probationary period of employment Clinical areas utilize the Skills <b>Checklist</b> of Competence (SCOC) during orientation and on a periodic basis during employment ...	Education - DEDU	Tahoe Forest Hospital District	10/2013



([http://www.policystat.com/?utm\\_source=tfhd&utm\\_medium=logo-link&utm\\_campaign=product](http://www.policystat.com/?utm_source=tfhd&utm_medium=logo-link&utm_campaign=product))

(/) [Home](#) [Q Title](#) [Q Department](#) [Q Owner](#) [Q Applies To](#) (/) (/policy\_search/title/) (/policy\_search/category/) (/policy\_search/author/) (/policy\_search/reference/)

Q checklist

Search Policies

## Search

ⓘ You may be able to improve these search results by setting your default department in [My Account \(/account/mine/\)](#)

Search results for "checklist"

120 Results ordered by relevance

Title (?) q=checklist&page=3&sort=name_latest_link	Preview	Department (?) q=checklist&page=3&sort=category	Applicability (?) q=checklist&page=3&sort=bloc	Last Revised (?) q=checklist&page=3&sort=revision_date
Competency Assessment, DHH-3011 (/policy/3316116/latest/?z=eyJpJjogND99)	... will be assigned to each new employee. Using a Competency Skills Performance <b>Checklist</b> , and the Orientation <b>Checklist</b> , the preceptor/Clinical Supervisor/Nursing Supervisor will observe...	Home Health - DHH	Tahoe Forest Hospital District	01/2014
Laser Safety, DOR-19 (/policy/2697617/latest/?z=eyJpJjogND99)	... laser, Operating laser control panel, Completing laser documentation, including pre-operative safety <b>checklist</b> and laser log. Securing the master key for the operation of the ...	Operating Room - DOR	Tahoe Forest Hospital District	08/2016
Standardized Procedure - Perinatal Screening by RN, ANS-131 % (/policy/3113116/latest/?z=eyJpJjogND99)	... competencies: Successful completion of Labor & Delivery orientation including submission of completed skills <b>checklist</b> . Successful completion of an Advanced Fetal Monitoring Class. Annual completion of perinatal ...	Nursing Services - ANS	Tahoe Forest Hospital District	12/2015
Contract Review Policy, AGOV-10 % (/policy/3657568/latest/?z=eyJpJjogND99)	... The initiating department director shall complete the Existing Service Contract Annual Review <b>Checklist</b> (see attached Appendix C) for each contract he/she oversees, and electronically ...	Governance - AGOV	Tahoe Forest Hospital District	06/2017
ECC Orientation of Licensed Staff, DECC-071 (/policy/2689495/latest/?z=eyJpJjogND99)	... and ensure that they demonstrate competency with the items on the skills <b>checklist</b> of competency. RN competencies will be addressed and verified by the Director ...	Extended Care Center - DECC	Tahoe Forest Hospital District	06/2016
Orientation of Hospice Personnel to Assigned Responsibilities, DHOS-2050 (/policy/3298142/latest/?z=eyJpJjogND99)	... of the staff completes Hospice specific orientation including completion of a skills <b>checklist</b> , review of policies and procedures, and certain home visits with patients in ...	Hospice - DHOS	Tahoe Forest Hospital District	02/2011
Environment of Care Management Plan, AECC-908 (/policy/3357709/latest/?z=eyJpJjogND99)	... Fire Control Conduct Alternate Life Safety Measures (ALSM) assessments and implement daily <b>checklists</b> as needed. Conduct hands-on fire extinguisher training. Medical Equipment Update biomed ...	Environment of Care - AECC	Tahoe Forest Hospital District	01/2017





([http://www.policystat.com/?utm\\_source=tfhd&utm\\_medium=logo-link&utm\\_campaign=product](http://www.policystat.com/?utm_source=tfhd&utm_medium=logo-link&utm_campaign=product))

(/) [Home](#) [Q Title](#) [Q Department](#) [Q Owner](#) [Q Applies To](#) (/) ([/policy\\_search/title/](#)) ([/policy\\_search/category/](#)) ([/policy\\_search/author/](#)) ([/policy\\_search/reference/](#))

[Q checklist](#) Search Policies

## Search

☺ You may be able to improve these search results by setting your default department in [My Account \(/account/mine/\)](#)

Search results for "checklist"

120 Results ordered by relevance

Title (?) q=checklist&page=4&sort=name_latest_link		Preview	Department (?) q=checklist&page=4&sort=category	Applicability (?) q=checklist&page=4&sort=bloc	Last Revised (?) q=checklist&page=4&sort=revision_date
Clinical Competencies and Education, AHR-1701 ( <a href="#">/policy/3107142/latest/?z=eyJpJjogNjB9</a> )		CE Center module in HealthStream, or Nursing Reference Center module with associated <b>Checklist</b> Skills <b>checklist</b> in <b>Checklist</b> Manager in HealthStream Clinical employees are assigned the ...	Human Resources - AHR	Tahoe Forest Hospital District 🏠	01/2017
Deep Cleaning, DEVS-131 ( <a href="#">/policy/3148483/latest/?z=eyJpJjogNjF5</a> )		... curtains should be cleaned monthly. SPECIAL INSTRUCTIONS/DEFINITIONS: Refer to the Cleaning <b>Checklists</b> . Terminal Clean, DEVS-908, for specific tasks related to terminal and deep ...	Environmental Services - DEVS	Tahoe Forest Hospital District 🏠	07/2015
RT-Orientation of Radiation Therapy Clinical Staff, DCC-116 ( <a href="#">/policy/3732314/latest/?z=eyJpJjogNjJ9</a> )		... will include completion of the competency assessment packet, the self-evaluation skills <b>checklist</b> , the skills <b>checklist</b> , and the plan for ongoing self-development. Required competencies ...	Cancer Center - DCC	Tahoe Forest Hospital District 🏠	05/2015
SP - RNFA Interns, ANS-134 ( <a href="#">/policy/3113117/latest/?z=eyJpJjogNjN5</a> )		... at Tahoe Forest Hospital District. The RN will complete the "RNFA Competence <b>Checklist</b> " upon completion of his or her internship at Tahoe Forest Hospital District ...	Nursing Services - ANS	Tahoe Forest Hospital District 🏠	12/2015
Neonate - Hearing Screen, DWFC-1442 ( <a href="#">/policy/2991225/latest/?z=eyJpJjogNjR5</a> )		... hearing screen box and results given to parent's box on discharge <b>check list</b> found infants care plan Chart results in nurse's notes along ...	Women and Family Center - DWFC	Tahoe Forest Hospital District 🏠	11/2016
Pharmacy Electrolyte Replacement Protocol, DPH-43 ( <a href="#">/policy/3481045/latest/?z=eyJpJjogNjV9</a> )		... 80%) at hire and annually. This will be documented on the Skills <b>Checklist</b> of Competence (SCOS). A review of the Electrolyte Replacement Protocol policy and ...	Pharmacy - APH and DPH	Tahoe Forest Hospital District 🏠	04/2016
Functional Overview, Standardized Procedures and Protocols for Occ Health, Cancer Center & Multi-Specialty Clinic, MSCP-10 ( <a href="#">/policy/2954349/latest/?z=eyJpJjogNjZ9</a> )		... the following Competency skills required will be delineated in a competency skills <b>check list</b> which is assessed during orientation and yearly by the Medical Director ...	Credentialing and Privileging - MSCP	Tahoe Forest Hospital District 🏠	11/2016



([http://www.policystat.com/?utm\\_source=tfhd&utm\\_medium=logo-link&utm\\_campaign=product](http://www.policystat.com/?utm_source=tfhd&utm_medium=logo-link&utm_campaign=product))

[Home](#) [Q Title](#) [Q Department](#) [Q Owner](#) [Q Applies To](#) [Q \(/ \(/policy\\_search/title/\) \(/policy\\_search/category/\) \(/policy\\_search/author/\) \(/policy\\_search/reference/\)\)](#)

[Q checklist](#)

[Search Policies](#)

## Search

You may be able to improve these search results by setting your default department in [My Account \(/account/mine/\)](#)

Search results for "checklist"

120 Results ordered by relevance

Title (?) q=checklist&page=5&sort=name_latest_link	Preview	Department (?) q=checklist&page=5&sort=category	Applicability (?) q=checklist&page=5&sort=bloc	Last Revised (?) q=checklist&page=5&sort=revision_date
ECC Orientation of CNA, DECC-70 (/policy/2689488/latest/?z=eyJpJjogODB9)	all orientation requirements will be reviewed. During this evaluation the skills competency <b>checklist</b> must be completed and validated by the preceptor and submitted to the ...	Extended Care Center - DECC	Tahoe Forest Hospital District	06/2016
Engineering Daily Rounds, DENG-41 (/policy/3402547/latest/?z=eyJpJjogODF9)	... and/or risk assessment. Related Policies/Forms: Daily Rounds Form, ALSM Daily <b>Checklist</b> ALSM Risk Assessment References: Policy Owner EOC Coordinator Approved by Director Facilities ...	Engineering / Facility Services - DENG	Tahoe Forest Hospital District	06/2017
Administration & Documentation of Medications, DHH-2030 (/policy/3315645/latest/?z=eyJpJjogODJ9)	... discussion. Medication administration will occur upon successful completion of the competency skills <b>checklist</b> . This will include identification of precautions and requirements for treatments such as ...	Home Health - DHH	Tahoe Forest Hospital District	03/2016
Orientation TFHS, DEDU-2 (/policy/3540992/latest/?z=eyJpJjogODN9)	... will complete a computer based Nursing reorientation and review the departmental skills <b>checklist</b> of competencies with a designated staff member. Non-Employee/Contract Employees All ...	Education - DEDU	Tahoe Forest Hospital District	04/2017
Safe and Appropriate Use of Medical Equipment and Supplies, DHOS-6010 (/policy/3298275/latest/?z=eyJpJjogODR9)	... needs will be identified during the initial assessment, via the home safety <b>checklist</b> and ongoing assessment with follow-up, as appropriate, in the plan of ...	Hospice - DHOS	Tahoe Forest Hospital District	02/2011
Structure Standards, DED-32 (/policy/2911017/latest/?z=eyJpJjogODV9)	... Patients will be admitted to OR as promptly as possible. A surgical <b>checklist</b> must be completed prior to admission to OR Nursing responsibilities of the ...	Emergency Department - DED	Tahoe Forest Hospital District	07/2015
Safe/Effective Use of Equipment & Supplies, DHOS-2076 (/policy/3298281/latest/?z=eyJpJjogODZ9)	... accessories, if applicable Emergency plans, when applicable Correct use of the equipment <b>Checklists</b> , when appropriate Maintenance to be performed by patient Storage and/or transport ...	Hospice - DHOS	Tahoe Forest Hospital District	02/2012





([http://www.policystat.com/?utm\\_source=tfhd&utm\\_medium=logo-link&utm\\_campaign=product](http://www.policystat.com/?utm_source=tfhd&utm_medium=logo-link&utm_campaign=product))

Home Q Title Q Department Q Owner Q Applies To (/) (/policy\_search/title/) (/policy\_search/category/) (/policy\_search/author/) (/policy\_search/reference/)

Q checklist Search Policies

## Search

You may be able to improve these search results by setting your default department in [My Account \(/account/mine/\)](#)

Search results for "checklist"

120 Results ordered by relevance

Title (?) q=checklist&page=6&sort=name_latest_link	Preview	Department (?) q=checklist&page=6&sort=category	Applicability (?) q=checklist&page=6&sort=bloc	Last Revised (?) q=checklist&page=6&sort=revision_date
Special Procedure Room Structure Standards, SPR-7 (/policy/3711891/latest/?z=eyJpJjogMTAwfQ)	... Unit. Receive an orientation packet, which will include a job description, orientation <b>checklists</b> , Skills <b>Checklists</b> of Competence as appropriate, and Orientation Pathways as appropriate. Be ...	Special Procedure Room - DSPR	Tahoe Forest Hospital District	08/2016
Pre-Operative Antibiotic Administration, ANS-92 (/policy/3080224/latest/?z=eyJpJjogMTAxfQ)	... to the OR. The RN will document the following on the Surgery <b>Checklist</b> Form: Name and dosage of medication, Time medication was hung and clamped ...	Nursing Services - ANS	Tahoe Forest Hospital District	12/2015
Pediatric Structure Standards, ANS-85 (/policy/3648735/latest/?z=eyJpJjogMTAyfQ)	... the individual's educational background and experience utilizing individual department's orientation <b>checklists</b> . Related Policies: Nursing Management of Pediatric Patient, ANS-298 Ambulance Transfer, ANS ...	Nursing Services - ANS	Tahoe Forest Hospital District	05/2017
Bereavement Services, DHOS-2010 (/policy/2810885/latest/?z=eyJpJjogMTAzfQ)	... Initial bereavement assessment Reassessment completed after death Bereavement plan of care Bereavement <b>checklist</b> Documentation of contact phone calls, visits, and mailings At the end of ...	Hospice - DHOS	Tahoe Forest Hospital District	03/2017
Physician and Professional Service Agreements, ABD-21 (/policy/2807997/latest/?z=eyJpJjogMTA0fQ)	Officer's administrative staff. The following guidelines will be utilized: Material and <b>checklists</b> (provided in AGOV-10 Contract Review Policy) for agreements will be presented ...	Board - ABD	Tahoe Forest Hospital District	09/2016
Department Specific Disaster Plan, DPS-7 (/policy/2692636/latest/?z=eyJpJjogMTA1fQ)	... designated area FOR INTERNAL DISASTERS AND EVACUATIONS Each area/job description has <b>checklists</b> to be utilized for their respective responsibilities. Manager/Charge Nurse Responsibilities: Pick ...	Perioperative Services - DPS	Tahoe Forest Hospital District	08/2016
Vancomycin Pharmacy Protocol, DPH-39 (/policy/3481047/latest/?z=eyJpJjogMTA2fQ)	... 80% at hire and annually This will be documented on the Skills <b>Checklist</b> of Competence of the AMR. Validation of competency by an established competent ...	Pharmacy - APH and DPH	Tahoe Forest Hospital District	04/2016