



**STATE OF NEVADA**  
**DIVISION OF PUBLIC AND BEHAVIORAL HEALTH**  
**DINI-TOWNSEND HOSPITAL**  
**480 Galletti Way**  
**Sparks, Nevada 89431**  
**Phone (775) 688-2001 • Fax (775) 688-2192**

**BRIAN SANDOVAL**  
*Governor*

**JULIE KOTCHEVAR**  
*Division Administrator*

**RICHARD WHITLEY**  
*Director*

**CHRISTINA BROOKS**  
*Agency Manager*

**REPORT TO THE DIRECTOR OF THE LEGISLATIVE COUNSEL BUREAU PURSUANT TO NRS  
 439.877 (4) (d), SUBMITTED BY:**

Leah Lewis, MS, Quality Assurance and Performance Improvement Manager  
 July 1, 2017 – June 30, 2018

To: Director of the Legislative Counsel Bureau  
 Attn: Rick Combs  
 Legislative Building  
 401 S. Carson Street  
 Carson City, Nevada 89701-4747

Pursuant to NRS 439.877 (4) (d), which requires patient safety committees in medical facilities to report annually on the facility's review, revision, and usage of patient safety checklists and policies, the following is a summary of the activities for Dini-Townsend Hospital at Northern Nevada Adult Mental Health Services (NNAMHS) during SFY 2018.

All checklists and policies were reviewed during SFY 2018. The Interdisciplinary Continuity of Care form was recently edited. The two part form for the Registered Nurse and the social worker is electronic, more user friendly, and makes the patient's discharge data available across the continuum. We have a new contract Food Service Department so the food services safety checklists are new documents and are monitored by the Registered Dietitian. The Dini-Townsend Hospital Patient Safety Program policy includes the patient safety checklist and policy compliance requirements. This policy was last updated and approved by the Local Governing Body in November, 2017. The patient identification policy has been effective as there were no errors related to patient misidentification during SFY 2018. The second page of this report consists of a table summarizing the specific checklists and policies.

Please let me know if you have any questions. I can be contacted at 775-688-2018, or [llewis@health.nv.gov](mailto:llewis@health.nv.gov).

| <b>Check Lists Include:</b>   | <b>Usage</b>                 | <b>Existing</b> | <b>Developed</b> | <b>Reviewed</b> | <b>Revised</b> |
|---|------------------------------|-----------------|------------------|-----------------|----------------|
| Patient Room & Environment Sanitation (Unit Cleaning, Restroom and Shower Cleaning)                 | Housekeeping                 | Yes             |                  | 12/1/17         |                |
| Interdisciplinary Continuity of Care Form   | MD, Nursing, Social Services | Yes             |                  |                 | 3/31/17        |
| Pharmacy Potential Error Tracking Form  | Pharmacy                     | Yes             |                  | 12/1/17         |                |
| Freezer/Refrigerator Temp Log   | Food Services                | Yes             |                  |                 | 3/1/18         |
| Dishwasher Temp Log   | Food Services                | Yes             |                  |                 | 3/1/18         |
| Sanitation QA Checklist   | Food Services                | Yes             |                  |                 | 3/1/18         |
| <b>Patient Safety Policies Include:</b>   | <b>Usage</b>                 | <b>Existing</b> | <b>Developed</b> | <b>Reviewed</b> | <b>Revised</b> |
| Patient Identification before providing treatment (Nursing 300-1 - Administration of Medications)   | Clinical Staff               | Yes             |                  |                 | 3/6/18         |
| Hand hygiene nationally recognized standard precautionary protocols (DT-IC-07-Standard Precautions) | All Staff                    | Yes             |                  |                 | 11/28/17       |
| DT-IC-06-Hand Hygiene   | All Staff                    | Yes             |                  | 6/18/18         |                |
| Patient Safety Program  | All Staff                    | Yes             |                  |                 | 11/22/17       |
| DT-PC-SF-03 Use & Maintenance of Emergency Carts  | Clinical Staff               | Yes             |                  |                 | 2/27/18        |
| Eloped, Missing, or Absent Without Leave  | All Staff                    | Yes             |                  | 6/18/18         |                |
| Emergency Medical Procedures  | Clinical Staff               | Yes             |                  |                 | 3/27/18        |
| Transmission-Based Precautions  | All Staff                    | Yes             |                  |                 | 3/27/18        |
| Hazardous & Infectious Waste Handling & Disposal  | All Staff                    | Yes             |                  |                 | 1/23/18        |
| Pest Control  | All Staff                    | Yes             |                  |                 | 1/23/18        |
| Reporting Communicable Diseases   | Clinical Staff               | Yes             |                  |                 | 9/26/17        |
| Control of Environmental Contaminants   | Housekeeping                 | Yes             |                  |                 | 11/28/17       |
| Storage of Consumer & Staff Food Items  | Clinical Staff               | Yes             |                  |                 | 3/27/18        |
| Post-Exposure Evaluation and Follow-up  | All Staff                    | Yes             |                  |                 | 1/23/18        |
| Hazardous Pharmaceutical Waste  | Pharmacy, Nursing            | Yes             |                  |                 | 11/28/17       |
| Pre-Construction Risk Assessment  | Maintenance                  | Yes             |                  |                 | 6/26/18        |

| <b>Summary of Review</b>  | <b>Total # Developed</b> | <b>Total # Reviewed</b> | <b>Total # Revised</b> |
|---------------------------|--------------------------|-------------------------|------------------------|
| Patient Safety Checklists | 0                        | 6                       | 4                      |
| Patient Safety Policies   | 0                        | 16                      | 14                     |