

Quick Spot CHECKLIST FOR STAFF

CMS IS HERE – ARE YOU READY?

🔍 Surveyors observe everyday practices, not perfect answers.



QUICK SPOT CHECKLIST

- ✓ Performed hand hygiene before and after patient contact
- ✓ Mask covers both nose and mouth
- ✓ PPE available and used appropriately
- ✓ ISOLATION PRECAUTIONS: Isolation signage visible and current
- ✓ No food or drinks in patient care, medication, or clean supply areas
- ✓ Clean utility and medication rooms organized and secured
- ✓ Temperature and humidity logs complete and up to date
- ✓ Shared equipment cleaned and disinfected after use
- ✓ Hallways and exits free of clutter
- ✓ Supplies stored off the floor
- ✓ EXPIRED: No expired supplies observed
- ✓ Know who to notify when issues are identified

CMS READY RESPONSE

“I follow hospital policy, perform hand hygiene, use the appropriate PPE, clean equipment according to instructions, and notify my supervisor when I identify a patient safety, infection prevention, or environmental concern.”

BE READY TO ANSWER

What would you do if:

- ✓ A patient requires isolation?
- ✓ Equipment is visibly soiled?
- ✓ A room temperature or humidity reading is out of range?
- ✓ You cannot locate a policy or procedure?
- ✓ A safety concern is identified?

COMMON SURVEY FINDINGS

- ✗ Missed hand hygiene
- ✗ Improper mask use
- ✗ Incomplete equipment disinfection
- ✗ Supplies stored on the floor
- ✗ Missing temperature/humidity documentation
- ✗ Unsecured medication or clean supply rooms
- ✗ Staff unfamiliar with corrective actions

GMH HOT SPOTS TO REMEMBER

- ✓ Know the acceptable temperature and humidity range for your area
- ✓ Know where monitoring logs are located
- ✓ Know who to contact when readings are out of range
- ✓ Maintain restricted access to medication and clean supply areas
- ✓ Follow hospital policy and manufacturer's instructions for equipment cleaning

REMEMBER

