

DMEPOS/Home Medical Equipment Policy Checklist

Disclaimer: the policies in this list are associated with CHAP standard requirements. The list is not inclusive of all policies required by federal or state hospice regulations for regulatory compliance.

Note: This is a guideline. Additional information to include State specific requirements (as applicable) may be requested at any time during the site visit.

CHAP Standard	Policy and Procedure	CMS Tag(s)	Present
DMEPOS Patient-Centered Care (CC)			
CC.1	There is a policy statement of how and when the rights statement is provided.		<input type="checkbox"/>
CC.2	If the organization cannot/will not provide the prescribed equipment, the organization notifies the prescriber within 5 calendar days. Evidence may be found in policy, process or documentation.		<input type="checkbox"/>
DMEPOS Product Safety (PS)			
PS.1	The organization implements a documented program that promotes: the safe use of equipment and items; and minimizes safety risks, infections and hazards for staff and patients/caregivers.		<input type="checkbox"/>
PS.2	The organization maintains a documented plan for identifying, monitoring and reporting equipment failure, repair and preventive maintenance.		<input type="checkbox"/>
PS.3	Prior to distributing, dispensing or delivering a product to a patient, the organization verifies, authenticates and documents that the product is no adulterated, damaged, counterfeit; obtained by fraud or deceit; not misbranded; and appropriately labeled.		<input type="checkbox"/>
Infection Prevention and Control (IC)			
IC.1	Policy and procedure documents infection prevention and control processes and includes the required elements of the standard.		<input type="checkbox"/>
IC.3	Employees are screened and tested for TB in compliance with state requirements, organization policy or the CDC guidelines.		<input type="checkbox"/>
Emergency Management (EM)			
EM.1	Organization has an emergency management plan that enables it to respond to emergencies and disasters.		<input type="checkbox"/>
EM.2	The documented emergency management plan identifies the required elements of the standard.		<input type="checkbox"/>
Quality Assurance and Performance Improvement (PI)			

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PI.1	Organization implements a documented performance management plan that measures the required elements of the standard.		<input type="checkbox"/>
Administration and Management (AM)			
AM.7	Procedures that articulate standards of conduct		<input type="checkbox"/>
AM.10	Organization has job descriptions and implements policies and procedures that specify the required elements of the standard.		<input type="checkbox"/>
AM.11	Organization implements policy and procedure that includes conditions of employment and the required elements of the standard.		<input type="checkbox"/>
AM.13	Patient record access, use and security is defined in policy and procedure and complies with federal and state law.		<input type="checkbox"/>
Compliance Program (CP)			
CP.1	Compliance Program/Compliance Officer	N/A	<input type="checkbox"/>
CP.3	Standards of Conduct	N/A	<input type="checkbox"/>
CP.6	Investigation and Reporting of Compliance issues	N/A	<input type="checkbox"/>