List of Policies and Procedures for JCC Review 11-9-26

Status	Dept.	Policy #	Title	Owner/ Reviser	Summary of Changes
Revised	Department of Public Health - San Francisco Health Network	18.04	Order Entry	**C. Struble** **C. Platter** **K. Toth** **J. Berke**	1. Change TPN to more general term Parenteral Nutrition, which includes both PPN and TPN (*Kept the PN panel components instead of listing out since it was repetitive) 2. Included IV Fluid Orders per recommendation from CDS with goal to improve patient safety 3. Specified that IV Fluid Orders were for ZSFG Dietitians Only (leaving PN and Nutrition Monitoring Orders universal as LHH may accept stable PN patients in the future)
					1. Deleted "client/" and " (hereafter "resident") " 2. Deleted "under the state plan" 3. Replaced "the facility" with "LHH, they shall return" 4. Replaced "Previous" with "prior" 5. Added "Should the room not be available," 6. Deleted "or immediately upon the first availability of the bed in a" 7. Added "the resident will be re-admitted to the next available" 8. Deleted "if the resident requires the services provided by" 9. Added "within" 10. Deleted "and is eligible for Medicare, Medi-Cal, or other commercial insurance with prior authorization for skilled nursing facility services." 11. Deleted "Intensive discharge planning support and skills training shall be provided to the resident to assist them to transition from an institutional setting to community living. The resident's goals of care and treatment preferences will be incorporated." 12. Deleted "Clinical Leadership Committee" 13. Replaced "and a sense of hope for future possibilities" with "that promotes the resident's health and wellbeing." 14. Replaced "consider unwise" with "may not agree with" 15. Deleted "A resident (for example with multiple hospital stays or history of homelessness) may not be able to formulate an informed preference about where to live and may have ill-informed fears about living in the community. RCT members should attempt a strategy that gradually exposes these residents to appropriate community settings, events, shops, and religious and recreational centers."

Revised	Hospital-wide	20-04	Discharge and Transfer Process	**N. Zahir**	16. Added "A resident who participates in whole person care, which may include a history of homelessness, may be offered additional resources and community reintegration opportunities prior to discharge." 17. Deleted "The RCT members shall seek positive collaborations with members of the resident's informal and formal support systems, encouraging face-to-face meetings prior to and after discharge." 18. Replaced "Utilization Management Nurse Manager" with "Chief Medical Officer (CMO)/Medical Director" 20. Replaced "the Chief Medical Officer" with "Director of Nursing (DON)" 21. Deleted "The following roles and responsibilities exist unless specific alternate arrangements are made. All responsibilities assume appropriate consultation from others. Communication with outside caregivers assumes appropriate permission from resident or surrogate" 22. Updated "5.RCT Roles and Responsibilities" 23. Added "Notification of Resident Regarding Discharge/Transfer from Facility" section 24. Updated the ""Discharge Appeal" section 25. Deleted "physician, social worker, nurse, activity, dietitian, rehabilitation specialist, occupational therapist, physical therapist, and/or speech therapist" 26. Deleted "Identifies differences of opinion among RCT members in regard to the resident's transfer and encourages open discussions based upon professional assessments." 27. Added "resident and or SDM decide to transfer prior to the indicate" and ", no new notice is provided. Resident preference shall be documented in the HER. If the discharge date is extended beyond the original discharge date," 28. Deleted "Collaborates with the resident and family to provide assessment and interventions to maintain or improve self-care functioning." 29. Deleted "Provides resident and family education to support self-care and independence, based on the care plan." 30. Replaced "Residents Leaving Against Medical Advice (AMA)" section with "Residents Leaving Against Medical Advice (AMA): refer to LHHPP 20-07 Against Medical Leave (AMA)" 31. Added ", then LHH shall assist the resident in discharging to a facility or transferring to a SNF" 32. Deleted "does not have an agreement with LHH, then LHH shall assist the resident in discharging to a facility or transferring to a SNF that" 33. Deleted "1 Consumer-centered care means also that providers cede some decision-making to consumers and that consumers be permitted to make tradeoffs that they consider important in choosing a care setting and provider and the details of a care plan. The idea that a single 'appropriate' setting exists for each consumer based on disability level must give way to an understanding that more than one choice can work for many consumers." (Institute of Medicine: Improving the Quality of Long-Term Care, 2001, p.291)." 34. Deleted "2 The RCT is flexibly defined for discharge planning purposes. The resident and the surrogate and informal caregivers, if present, can be considered central members of the RCT. Others called into the process as needed may include the vocational rehabilitation coordinator, psychologist, psychiatrist, physiatrist, other specialty physicians, substance abuse specialist, physical, occupational, and speech therapists, respiratory therapist, community case manager, and other community-based staff."

List of Policies and Procedures for JCC Review 11-9-26

Revised	Hospital-wide	24-16	Code Blue	**N. Zahir**	1. Added instructions for immediate Code Blue. 2. Added unresponsiveness to the experience list. 3. Removed location of cervical spine immobilizer board. 4. Added "Code Leader"
Revised	Hospital-wide	27-02	Referrals for Rehabilitation Services	**D. Swiger**	1. Updated policy introduction and purpose paragraphs for clarity. 2. Updated #3 for specificity for response time based on type of referrals. 3. Removed appendix reference as this is converted to departmental standard work document.
Revised	Environmental Services	XII	Transmission-Based Precautions Cleaning Policy	**S. Wu**	Material Recommended: Update High Touch Surfaces: 2-step methods-Oxivir 1 Wipes and bleach germicidal wipes. 1.ii, Update "calling the EVS main line extension 4-4624 or submitting an EVS work order." 1. iii, iv, and 2. c, d, Update the high touch surfaces disinfecting in the rooms and bathrooms to use "2 step methods: First disinfect with Oxivir 1 Wipes; Second disinfect with bleach germicidal wipes. Add contact times, and "keep visible wet for the required contact time. Let air dry." 2.b, Update "disinfect interior and exterior of trash can with the 2-step method" 2. e, Add "Place soiled mops into the white soiled linen bag" 2. f, Add "drop the bagged soiled mops down the linen chutes in the Soiled Utility Room." Addendum: Add the "Laguna Honda Hospital approved disinfectants: ....." Add "Quaternary ammonium with TB kill claim and sporicidal on EPA K list" behind "Oxivir 1 Wipes"
Revised	Food Services	1.101	Amounts of Food to Produce	**E. Lavarreda**	1. Deleted- Moved ‘ to the end for residents 2. Deleted – To 3. Added Chef and 4. Capitalized S in supervisor. 5. Removed space in down load 6. Added them , /she 7. Deleted s in chefs 8. Capitalized C in chef
Revised	Food Services	1.102	Daily Food Production Meetings	**E. Lavarreda**	1. Added – the , or designees. 2. Replaced meetings with huddles, helpers with staff 3. Deleted s in assistants 4. Changed are to is 5. Added hyphen to follow through , last minute 6. Replaced assistants with staff. 7. Added production

List of Policies and Procedures for JCC Review 11-9-26

Revised	Food Services	1.103	Menu Changes and Substitutions	**E. Lavarreda**	1. Added- , or designee 2. Removed – space between log book, last minute 3. Deleted -the, production and s in chefs 4. Decapitalized- first letter in department, menu meetings.
Revised	Food Services	1.104	Blast Chiller Operational Procedure	**E. Lavarreda**	1. Replaced- (165 190) with (min 135 ºF) 2. Deleted- for a minimum of forty-five minutes. 3. Deleted - above 40* & within forty-five minutes. 4. Replaced 0* with 41ºF. 5. Added- must be cooled from 135ºF to 70ºF (within 2 hours) and then from 70ºF to 41ºF or colder (within 4 hours) for a total of 6 hours. 6. Deleted- above 40 must be lowered to an internal temperature of 40 or lower within four (4) hours. 7. Decapitalized - W in When, B in Blast, C in Cool, D in Down, L in Log, B in Binder, S in Sheets, 8. Replace- cover of the product in the refrigerator with cooling log report. 9. Deleted – production. 10.Replaced - Management with Assistant food service director. 11. Deleted- on a basis. 12. Replaced 165* with 165ºF.
Revised	Food Services	1.105	Returned Food from Tray or Gelley Service	**E. Lavarreda**	1. Decapitalized- P in Production, A in area. P in personal, T in Tray, S in Service, G in Galley throughout document. 2. Replaced- are with is. 3. Added- Food Service. 4. Added – Food and
Revised	Nursing Services	Acute 01.0	Nursing Staff Education – Acute Unit	**C. Figlietti**	1. Added to procedure C: “Acute Unit Nurse Manager and Nursing Director will maintain a list of RNs who have received Acute Unit orientation and training.” 2. Updated references
Revised	Nursing Services	A 1.0	Nursing Policies and Procedures	**C. Figlietti**	1. Removed “Clinical Nurse Specialists” 2. Clarified that policies are reviewed, and if appropriate, revised. Policies are reviewed and, if appropriate, reviewed by DONs, DET Educators, and/or other nursing staff as appropriate on an ad hoc basis prior to final approval by NEC.
Revised	Nursing Services	A 2.0	Nursing Services: Organization, Authority/Responsibility, Operations	**C. Figlietti**	1. Removed “Clinical Nurse Specialists” 2. Updated references

List of Policies and Procedures for JCC Review 11-9-26

Revised	Nursing Services	D9 7.0	Wheelchair and Geriatric Chair Cleaning	**C. Figlietti**	1. Added policy #3 “Charge Nurse will check that wheelchairs and geriatric chairs are clean and labeled as pat of the environment of Care.” 2. Referred to Facility Services Policy and Procedure EM-10 Manual Wheelchair Maintenance and Repair for reporting of broken or defective equipment. 3. Updated to indicate a work order is submitted online.
New	Pharmacy Services	To Be Determined	Attendance and Punctuality	**D. Smith**	New policy
New	Pharmacy Services	To Be Determined	Sick Leave and Tardy call in	**D. Smith**	New policy
New	Rehabiliation Services	To Be Determined	Aquatic Services	**D. Mullin**	New policy