

On-Site OhioMHAS Survey

PRIOR TO SURVEY

- OhioMHAS Program Administrator will contact the hospital 1-2 months before the on- site routine survey is due to schedule/confirm the date of the survey.
- The hospital/service provider will submit to OhioMHAS a complete application for license renewal *at least 2 weeks prior to the survey date.*

DAY OF SURVEY

- 10:00-11:00 am- Arrival of Program Administrator
 - Interactive discussion with hospital leadership of hospital initiatives, achievements, challenges, OhioMHAS updates, areas of focus, etc.
 - Review of hospital's compliance with licensure standards related to staffing, programming, patient rights, etc.
- 11:00-12:00pm- Tour of unit(s)
- 12:00-3:00pm- Medical record review (*See details below*)
- 3:00-3:30pm- Summation of survey (*Hospital determines participants*)

REVIEW OF PATIENT RECORDS

- Private, quiet room for medical record review; Program Administrator will review records independently
- Medical records utilized may be open records or closed records of discharged patients within the last year
- Hard copy of 1 complete patient record; hard copy of the following from 7 additional medical records: patient assessments including history & physical, psychiatric evaluation, admission nursing, psychosocial and rehabilitation therapy, treatment plans, and psychiatric discharge summary
- Types of records to be reviewed include: seclusion/restraint (*2-4 records if available*); reportable incidents; deaf/hearing impaired; co-occurring substance abuse, DD, medical issues, etc.; involuntary admission/civil commitment
- Additional records may be requested when on-site

POST SURVEY

The Program Administrator will send a survey report with a plan of correction if indicated within 3 weeks of the survey. If you have any questions/concerns about the survey process, please contact Denise Cole, JD, MSN, RN, at (614) 644-6166 or at denise.cole@mha.ohio.gov.

