411-085-0210 FACILITY POLICIES

(1) POLICIES REQUIRED. A Quality Assessment and Assurance Committee must develop and adopt facility policies. The policies must be followed by the facility staff and evaluated annually by the Quality Assessment and Assurance Committee and rewritten as needed. Policies must be adopted regarding:

(a) Admission, fees and services;
(b) Transfer and discharge, including discharge planning;
(c) Physician services;
(d) Nursing services;
(e) Dietary services;
(f) Rehabilitative services and restorative services;
(g) Pharmaceutical services, including self administration;
(h) Care of residents in an emergency;
(i) Activities;
(j) Social services;
(k) Clinical records;
(l) Infection control;
(m) Diagnostic services;
(n) Oral care and dental services;
(o) Accident prevention and reporting of incidents;
(p) Housekeeping services and preventive maintenance;
(q) Employee orientation and inservice;
(r) Laundry services;
(s) Possession of firearms and ammunition;
(t) Consultant services; and
(u) Resident grievances.
(2) DOCUMENTATION. Each policy must be in writing and must specify the last date at which such policy was reviewed by the Quality Assessment and Assurance Committee.

411-085-0220 QUALITY ASSURANCE

(1) QUALITY ASSESSMENT AND ASSURANCE COMMITTEE. Each facility must have a Quality Assessment and Assurance Committee. The committee must include the administrator, medical director, Director of Nursing Services (DNS), consulting pharmacist and at least one other facility staff person. The committee must:

(a) Ensure a quality assurance program is conducted as required in this rule;

(b) Adopt facility policies as identified in OAR 411-085-0210;

(c) Ensure a pharmaceutical services review is completed as required by OAR 411-086-0260(2);

(d) Ensure that an infection control program as identified in OAR 411-086-0330 is conducted; and

(e) Meet no less often than quarterly.

(2) QUALITY ASSURANCE. The Quality Assessment and Assurance Committee must conduct an annual review of care practices to ensure quality. The review must include:

(a) Evaluation of resident audits (biannual physical examination of a representative sample of facility residents). The sample must include a minimum of 20 percent of the residents or ten residents, whichever is greater;

(b) Clinical records, including medication administration and treatments;

(c) Resident nutritional status, including weights, intake, and output;

(d) Care plans to ensure that care needs have been identified and addressed;

(e) The services and functions required by the policies listed in OAR 411-085-0210; and

(f) Actions taken to resolve identified problems and to prevent their recurrence.

(3) DOCUMENTATION. All meetings of the Quality Assessment and Assurance Committee must be documented. Documentation must include a listing of those in attendance, length of the meeting, issues discussed, findings, actions, recommendations made and assessment of previous actions and recommendations.

411-086-0020 DIRECTOR OF NURSING SERVICES (DNS)

(3) RESPONSIBILITY.
(a)...The DNS shall organize and direct the nursing service department to include as a minimum:

...(D) Develop and maintain a quality assurance program for nursing services...

**411-086-0200 PHYSICIAN SERVICES.**

...(4) PHYSICIAN VISITS.

(d) Failure to Visit. If the physician or physician designee fails to visit the resident according to resident’s need, fails to respond to requests for assistance in resident’s care, or fails to return verbal or telephone orders reduced to writing and forwarded to the physician by the facility, then the facility administrator shall ensure:

(A) Reasonable and repeated attempts are made and documented in the clinical record to get the physician or physician designee to visit resident or return signed orders;

(B) The medical director is notified and the Quality Assessment and Assurance Committee reviews the situation...

**411-086-0260 PHARMACEUTICAL SERVICES**

...(2) Pharmaceutical Services Review. The Quality Assessment and Assurance Committee shall:

(a) Develop written policies and procedures for safe and effective drug therapy, distribution and use;

(b) Oversee pharmaceutical services in the facility, monitor the service to ensure accuracy and adequacy and make recommendations for improvement; and

(c) Meet at least quarterly and document its activities, findings and recommendations.

...(4) Drug Administration:

...(c) Stop Order Policy. An automatic stop order policy shall be adopted and enforced. This policy shall provide guidance when medications ordered are not specifically limited as to time or number of doses. The policy shall be developed by the Quality Assessment and Assurance Committee.

...(6) Emergency Medication Kit:

(a) An emergency medication kit shall be prepared and authorized by a registered pharmacist for use in the facility in accordance with written facility policy. The contents shall be selected by the Quality Assessment and Assurance Committee.

**411-086-0330 INFECTION CONTROL AND UNIVERSAL PRECAUTIONS**
(1) Infection Control:

(a) The Quality Assurance and Assessment Committee shall establish, maintain and enforce an infection control program, including universal precautions and isolation procedures, which assures protection of residents and staff from infections.