

**Licensing & Certification Program
General Acute Care Hospital Relicensing Survey
Survey Activity Schedule**

DAY ONE		
Activity	Time	Suggested Staff
Entrance conference: <ul style="list-style-type: none"> • Schedule a meeting with identified staff to go over the Entrance List • Schedule a meeting for day one or day two to review program flexes • Optional: schedule a meeting to review infection control for day three or day four 	1 hour	<ul style="list-style-type: none"> • Survey team leader • Hospital designee
Present the Survey Activity Schedule to the hospital administration	5 minutes	Survey team leader
We will begin today with visits to: <ul style="list-style-type: none"> • • • • 		Hospital designee
Survey team meeting	15 minutes	Survey team
<ul style="list-style-type: none"> • Survey team begins to visit hospital areas identified during entrance conference. • Visit areas other than those identified above as a result of the compliance history analysis and the delivery of care review. 	6 to 9 hours	Hospital designee
Survey team meeting	30 minutes	Survey team

DAY TWO		
Activity	Time	Suggested Staff
Survey team meeting	30 minutes	Survey team
Program flex meeting	30 to 45 minutes	<ul style="list-style-type: none"> • Survey team leader • Hospital designee
Survey team to visit hospital areas	7 to 9 hours	Hospital designee
Survey team meeting	30 minutes	Survey team

DAY THREE		
Activity	Time	Suggested Staff
Survey team meeting	30 minutes	Survey team
Survey team to visit hospital areas	7 to 9 hours	Hospital designee
Infection control review meeting	1 hour	<ul style="list-style-type: none"> Selected survey team members Hospital designee
Schedule meetings with Quality Assurance Program Improvement (QAPI), medical staff, nursing, etc. as directed by survey findings/concerns	30 minutes	<ul style="list-style-type: none"> Selected survey team members Hospital designee
Survey team meeting	30 minutes	Survey team

DAY FOUR		
Activity	Time	Suggested Staff
Survey team meeting	30 minutes	Survey team
Schedule meetings with infection control, QAPI, medical staff, nursing, etc. as directed by survey findings/concerns if not accomplished on day three	1 hour	<ul style="list-style-type: none"> Selected survey team members Hospital designee
Survey team decision making task	2 to 3 hours	Survey team
Exit conference	1 to 2 hours	<ul style="list-style-type: none"> Selected survey team members Hospital designee