

**NASA Occupational Health
Evaluation Tool Requirements: Occupational Medicine Program**

Clinic	Onsite X-Ray: MEA 6-6.8 , CEC 1.4 Onsite Laboratory: CEC 1.4 , MEA 5-5.11 NASA Occupational Medicine Statement of Work/Clinical and laboratory Services	
Staff	Medical QA Program, GOV .5-5.5.2 SQC 1 through 6.4	
Population	Medical QA Program, CEC 1.3, PIM 3.16	
Scope of Services	Medical QA Program, GOV 3	
Certification Regulations	Board Certifications & FAA	1) NASA Occupational Medicine Model Statement of Work (SOW)/Staffing
	MRO	1) NPR 1800.1 NASA Occupational Health Program Procedures, Section 3.1.5 Medical Review Officer Drug-Free Workplace Program Support and 3.1.6 Medical Review Officer Activities 2) NASA Occupational Medicine SOW/Staffing
	ACLS	1) NPR 1800.1 NASA Occupational Health Program Procedures, Section 2.3.1 Credentialing and Privileging of Health Care Professionals, 3.3 Emergency Services 2) Medical QA Program, SQC 6.1 3) NASA Occupational Medicine SOW/Staffing
	COHN	1) NASA Occupational Medicine SOW/Staffing
	CAOHC & Spirometry	1) NASA Occupational Medicine SOW/Staffing
	BLS (for non-professional staff)	1) Medical QA Program, SQC 6.1 2) NASA Occupational Medicine SOW//Staffing

Requirements Color Code:

NASA Medical Quality Assurance
Managing Employee Assessment (MEA)
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**NASA Occupational Health
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Section I: Employee Right and Organizational Ethics		
1.	Are the Patient Bill of Rights and the scope of services provided posted?	1) Medical QA Program, ECR 5 and GOV 1.1 & 5.1
2.	Is the scope of services defined in the contract?	1) NPR 1800.1 NASA Occupational Health Program Procedures, Section 2.3.6 Standardization of Contract Specifications 2) NASA Occupational Medicine Statement of Work (SOW)
3.	Are employee's informed and referred to another healthcare facility when the care requested is not provided?	1) Medical QA Program, CEC 1-1.4 2) NASA Occupational Medicine SOW/On-Site Treatment
4.	Is informed written consent obtained for invasive or high-risk procedures?	1) Medical QA Program, ECP 4, PIM 3.3 & 3.12 , ECR 6 - 6.2.2
5.	Does staff wear identification that includes their name and credentials?	1) Medical QA Program, ECR 1.3
6.	Is there a process in place for resolving employee complaints?	1) Medical QA Program, PIM 1.1.1 & 3.14, ECR 3 2) NASA Occupational Medicine SOW/Performance Metrics
7.	Is there a profession code of ethics available for the organization?	1) Medical QA Program, GOV 2, & 4.3

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Section II: Quality of Care		
8.	Are the services provided, planned and monitored, based on employee needs and are they consistent with the Center's mission?	1) Medical QA Program, GOV 3
9.	Are clinical guidelines available for staff?	1) NPR 1800.1 NASA Occupational Health Program Procedures, Section 2.3.2 Peer Review, Section 2.3.3 Quality Improvement 2) Medical QA Program, MEA 1-1.1, ECP 3, GOV 5, CEC 1.4 3) NASA Occupational Medicine (OM) SOW/Standard Operating Procedures
10.	Is a referral list of providers and facilities maintained and posted?	Medical QA Program, CEC 2
11.	Is the effectiveness of care measured?	1) Medical QA Program, MEA 3 & 4, GOV 4.4, PIM 3
12.	Is there adequate & competent staff available in the clinic at all times?	1) Medical QA Program, SQC 1 & 4 2) NASA OM SOW/Functions & Requirements and Staffing 3) 29 CFR 1960.7(c) (1), 4) ANSI-Z10 5.2A
13.	Does staff demonstrate respect for employee confidentiality and privacy?	Medical QA Program, ECR 1 – 1.6
14.	Are patient assessments completed in a timely manner?	Medical QA Program, MEA 1.3

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15.	Does the initial assessment of employee needs consider the physical, psychosocial and health history?	1) NPR 1800.1 NASA Occupational Health Program Procedures, Section 2.3.2 Peer Review 2) Medical QA Program, MEA 2
16.	Are all employee complaints including pain assessed?	1) Medical QA Program, MEA 2, 2.2, 2.3, ECR 2.3
17.	Are appropriate diagnostic tests conducted and assessed in a timely manner?	1) Medical QA Program, MEA 1.3, CEC 1.4 2) 29 CFR 1960.7(c) (3)
18.	Are testing protocols for all examination types being met?	1) Medical QA Program, MEA 1 & ECP 3
19.	Is the employee's need for follow-up care assessed?	1) Medical QA Program , CEC 2 & 3.2
20.	Are employee's reassessed during the course of care to determine their response to care, and to monitor changes in condition or diagnoses?	1) Medical QA Program, MEA 3 – 4.1
21.	Is continuity of care provided from initial assessment through recovery or transfer of care?	1) Medical QA Program, ECP 1 & 2 2) NASA OM SOW/On-Site Treatment
22.	Are procedures in place for consultation, referral and transfer of care?	1) Medical QA Program, CEC 3 – 3.1

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23.	Is there a process for communicating the care and treatment provided when an employee's care is transferred to another healthcare provider?	1) Medical QA Program, CEC 2 - 3.2, MEA 2.1.1
24.	Is criteria used to identify possible victims of abuse, mental illness or potential violence and are appropriate referrals made?	1) Medical QA Program, MEA 1, 2, 2.3, CEC 2 & 3, ECR 1.3 2) NASA OM SOW/EAP
25.	Does the clinic hold a CLIA certificate for performing waived laboratory tests?	1) Medical QA Program, MEA5, PIM 3.2, 2) NASA OM SOW/Clinical and Laboratory Services 3) Clinical Laboratory Improvement Act (CLIA) 42 CFR Part 493.15(c)
26.	Does the clinic have a contract with a laboratory that meets federal standards?	1) NPR 1800.1 NASA Occupational Health Program Procedures, Section 2.3.6 Standardization of Contract Specifications, 2) Medical QA Program, MEA 5.11, 3) NASA OM SOW/Clinical and Laboratory Services 4) CLIA 42 CFR Part 493.61
27.	Are CLIA waived tests results considered only as a screening tool?	1) Medical QA Program, SQC 1, 3 & 6, MEA 5.3 & 5.9 2) CLIA 42 CFR Part 493.37

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28.	Are there written policies and procedures that address specimen collection and preservations, instrument calibration and performance evaluation, performance of tests & quality control and remedial action?	1) Medical QA Program, MEA 5.5 – 5.10 2) NASA Occupational Medicine SOW/Clinical and Laboratory Services and Standard Operating Procedures
29.	Are quality control checks conducted and results documented?	1) Medical QA Program, MEA 5.10
30.	Is an appropriate selection of medications available to support the scope of care?	1) NPR 1800.1 NASA Occupational Health Program Procedures, Section 3.1.2 Medication Management 2) Medical QA Program, ECP 5 & GOV 3 3) NASA OM SOW/Administration of Prescribed Medications
31.	Is a list of available medications maintained?	1) NPR 1800.1 NASA Occupational Health Program Procedures, Section 3.1.2 Medication Management, 2) Medical QA Program, ECP 5.2 & 5.2.1, 3) NASA OM SOW/Medical Supplies and Equipment 4) 21 USC Section 827(a) (1)
32.	Are policies and procedures in place for procuring, storing, controlling and administrating medications?	1) NPR 1800.1 NASA Occupational Health Program Procedures, Section 3.1.2 Medication Management 2) Medical QA Program, ECP 5, 5.2, 5.3 -5.4, PIM 3.10

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33.	Do policies and procedures adhere to professional standards, laws, licensure and regulations?	1) NPR 1800.1 NASA Occupational Health Program Procedures, Section 3.1.2 Medication Management , 2) Medical QA Program, 5.1 & 5.3 , 3) NASA OM SOW/Administration of Prescribed Medications 4) 21 USC Section 822(a) (2)
34.	Are emergency medications secure, controlled, and readily available when needed?	1) NPR 1800.1 NASA Occupational Health Program Procedures, Section 3.1.2 Medication Management 2) Medical QA Program, ECP 5.1 & 5.2.4
35.	Is there a medication recall mechanism in place?	1) NPR 1800.1 NASA Occupational Health Program Procedures, Section 3.1.2 Medication Management , 2) Medical QA Program, ECP 5.4.3 3) NASA OM SOW/Administration of Prescribed Medications
36.	Are medications verified and employee identified prior to administering medication?	1) NPR 1800.1 NASA Occupational Health Program Procedures, Section 3.1.2 Medication Management 2) Medical QA Program, 5.4.4, 5.5, and 5.5.1
37.	Are procedures in place to manage potential adverse reactions?	1) NPR 1800.1 NASA Occupational Health Program Procedures, Section 3.1.2 Medication Management 2) Medical QA Program, ECP 5.6 & ECP 6, EDU 3

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38.	Are unit-dose medications being utilized when dispensing medication to employees?	1) NPR 1800.1 NASA Occupational Health Program Procedures, Section 3.1.2 Medication Management
39.	Do you have a method to monitoring power losses to freezers/refrigerators?	1) NPR 1800.1 NASA Occupational Health Program Procedures, Section 3.1.2 Medication Management 2) Medical QA Program, ECP 5.4
Section III: Health Promotion and Wellness		
40.	Has a needs assessment been conducted?	1) NPR 1800.1 NASA Occupational Health Program Procedures, Section 2.2.2 Health and Wellness Programs
41.	Is there an annual health promotion plan for the Center?	1) NPR 1800.1 NASA Occupational Health Program Procedures, Section 2.2.2 Health and Wellness Programs 2) Medical QA Program, GOV 3 & 5.1
42.	Is there an evaluation of the programs offered?	1) NPR 1800.1 NASA Occupational Health Program Procedures, Section 2.2.2 Health and Wellness Programs
43.	Do you have adequate resources for your promotional programs?	1) Basic Program Elements for Federal Employees 29 CFR 1960.7(c) (5)
44.	Does Center management support the programs?	1) Basic Program Elements for Federal Employees 29 CFR 1960.6(c)

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Section III: Health Promotion and Wellness		
45.	Is your Center represented on the NASA Health Promotion and Wellness Committee?	1) NASA Occupational Medicine SOW/ Health Promotion and Wellness Programs and Interagency-Agency Meetings
Section IV: Organizational Performance		
46.	Do you have a Process Improvement Plan?	1) NPR 1800.1 NASA Occupational Health Program Procedure 2.3.3 2) Medical QA Program, PIM 1.1.1 & 1.1.2 & 4.1 and GOV 1.5 & 5.5.2,
47.	Are process improvement activities tracked?	1) Medical QA Program, PIM 1.1.2 , 1.2, 3.1-3.7, 2) ANSI 3.2A
48.	Are process improvement activities collaborative and interdisciplinary?	1) Medical QA Program, PIM 1.1, 1.4, 1.6 2) NASA Occupational Medicine Statement or Work/Program Goals 3) ANSI 3.2
49.	Is the performance of new and modified processes measured?	1) Medical QA Program, PIM 2.1 & 2.3, 2) ANSI 4
50.	Is data collected to monitor performance and monitor employee satisfaction?	1) Medical QA Program, PIM 3 & 3.14, ECR 3, 2) ANSI 3.2
51.	Is data collected from staff on performance and improvement opportunities?	1) Medical QA Program, PIM 1.5 & 3.15

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Section IV: Organizational Performance		
52.	Is data systematically aggregated, assessed, analyzed and utilized to improve performance?	1) NPR 1800.1 NASA Occupational Health Program Procedures, Section 2.3.2 Peer Review 2) Medical QA Program, PIM 1.1.2 , 1.2, 3.1-3.7, 3.17, 3.18 & 4, GOV 5.5.2, 3) ANSI 3
53.	Are undesirable patterns or trends and sentinel events defined and analyzed?	1) Medical QA Program PIM 4.2, 2) ANSI 5.1.1
54.	Is the data analysis being utilized to improve performance and reduce the risk of sentinel events?	1) NPR 1800.1 NASA Occupational Health Program Procedures, Section 2.3.3 Quality Improvement 2) Medical QA Program, PIM 4.2 & 5.4
55.	Have you achieved and sustained improved performance in priority areas?	1) NPR 1800.1 NASA Occupational Health Program Procedures, Section 2.3.3 Quality Improvement 2) Medical QA Program, PIM 5 & 5.1
56.	Are changes being made to implement improvements with respect to staff behavior, resource allocation, and policy changes?	1) Medical QA Program, PIM 1.5 & 5.2 -5.6, Gov 5.5.2
Section V: Leadership		
57.	Are the services provided and planned based on employee needs and are they consistent with the Center's mission?	1) Medical QA Program Governance GOV 1.1, Facility and Safety Management FSM 1 2) NASA Occupational Health Program Model Statement of Work

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Section V: Leadership		
58.	Is there an annual operating budget and long-term capital expenditure plan?	1) Medical QA Program, GOV 1.3, PIM 3.8 2) Basic Program Elements for Federal Employees 29 CFR 1960.7(a)
59.	Is there collaboration between leadership and staff at the clinic and Center levels in the decision-making structure and process?	1) Medical QA Program, GOV 3.8, PIM 1.3
60.	Is staff encouraged to take responsibility for and continuously improve their work?	1) Medical QA Program, SQC 9 2) ANSI 5.3
61.	Is there effective communication with the Principal Center?	1) NPD 1800.2B, NASA OH Program, Section 5(a)(4) 2) Medical QA Program, GOV 3.4 & 4.1 3) NASA OM SOW Medical Supplies and Equipment
62.	Does the staff have access to the Principal Center programs?	1) NPD 1800.2B, NASA OH Program, Section 5(b)(4)
63.	Has there been performance improvement training for leadership?	1) Medical QA Program, PIM 1.5, GOV 3.2
64.	Does performance improvement address planning, setting priorities, performance measures, data collection, and implementation?	1) Medical QA Program, PIM 3 2) ANSI 6 & 7
65.	Are performance improvement activities communicated to staff?	1) Medical QA Program, PIM 1.4

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Section VI: Management of Human Resources		
66.	Is there a program for recruiting, retaining, developing and continuing the education of all staff?	1) NPR 1800.1 NASA Occupational Health Program Procedures, Section 2.3.1 Credentialing and Privileging of Health Care Professionals 2) Medical QA Program, Governance GOV 3.3 & 5.4, SQC 2 & 4, INF 12.1
67.	Is education, training, current licensure, certification, knowledge and experience verified for all staff?	1) NPR 1800.1 NASA Occupational Health Program Procedures, Section 2.3.1 Credentialing and Privileging of Health Care Professionals 2) Medical QA Program, SQC 3.2, 7 – 8, 10 & 13
68.	Are job descriptions/designated privileges available for all health care providers?	1) NPR 1800.1 NASA Occupational Health Program Procedures, Section 2.3.1 Credentialing and Privileging of Health Care Professionals 2) Medical QA Program, SQC 1.1
69.	Is orientation provided to all new staff and is the documentation placed in their credentialing file?	1) Medical QA Program, SQC 5 & GOV 5.4, INF 12 2) ANSI 5.2
70.	Is the competency of staff continually assessed, maintained, demonstrated and improved?	1) NPR 1800.1 NASA Occupational Health Program Procedures, Section 2.3.2 Peer Review, Section 2.3.1 Credentialing and Privileging of Health Care Professionals 2) Medical QA Program, SQC 3 & 6, 3) ANSI 5.1.1.D

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71.	Are annual performance assessments maintained in individual credentialing files?	1) Medical QA Program, GOV 5.5 & SQC 3.1
72.	Is staff encouraged to participate in internal and external continuing education activities?	1) Medical QA Program, SQC 6.4, INF 12.2, 2) ANSI 5.2
73.	Are all clinic personnel trained in cardio-pulmonary resuscitation (CPR)?	1) NPR 1800.1 NASA Occupational Health Program Procedures, Section 3.3 Emergency Services, 2) Medical QA Program, SQC 7
74.	Is professional staff certified in Advanced Cardiac Life Support (ACLS)?	1) NPR 1800.1 NASA Occupational Health Program Procedures, Section 2.3.1 Credentialing and Privileging of Health Care Professionals, 3.3 Emergency Services 2) Medical QA Program, SQC 6.1 3) NASA Occupational Medicine SOW/Staffing
75.	Are all training records maintained in the credentialing files?	1) NPR 1800.1 NASA Occupational Health Program Procedures, Section 2.3.1 Credentialing and Privileging of Health Care Professionals, 2) Medical QA Program, SQC 7.1, 10.1 & 13.1

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76.	Is there a written credentialing and privileging process in place for all health care providers?	1) NPR 1800.1 NASA Occupational Health Program Procedures, Section 2.3.1 Credentialing and Privileging of Health Care Professionals 2) Medical QA Program, SQC 4 & 4.1 and SQC 7
77.	Does the credentialing criteria include at least current licensure, relevant education, current competence and ability to perform requested privileges?	1) NPR 1800.1 NASA Occupational Health Program Procedures, Section 2.3.1 Credentialing and Privileging of Health Care Professionals 2) Medical QA Program, SQC 3.1, 7.1, 10.1 & 13.1
77.	Does the credentialing criteria include at least current licensure, relevant education, current competence and ability to perform requested privileges?	1) NPR 1800.1 NASA Occupational Health Program Procedures, Section 2.3.1 Credentialing and Privileging of Health Care Professionals 2) Medical QA Program, SQC 3.1, 7.1, 10.1 & 13.1
78.	Are credentialing and privileging records maintained at both the hiring and practicing organization?	1) NPR 1800.1 NASA Occupational Health Program Procedures, Section 2.3.1 Credentialing and Privileging of Health Care Professionals 2) Medical QA Program, SQC 3.2 & 14
79.	Are there processes in place for handling credentialing and privileging appeals?	1) Medical QA Program, SQC 9 & 15

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Section VII: Management of Information		
80.	Does your data and information system address who has access to what information; confidentiality; release of information; security; and how inaccurate information is corrected?	1) NPR 1800.1 NASA Occupational Health Program Procedures, Section 2.4 Records Management 2) Medical QA Program, IMS 1.4 & 1.5, 1.11 & 1.12, ECR 1.6 3) HIPAA Privacy Standards
81.	Does the information management process allow for timely and easy access to data and information?	1) Medical QA Program, IMS 1.9, ECP 2.2, MEA 1.4
82.	Are you using standardized data sets, data definitions, codes, classifications and terminology?	1) Medical QA Program, IMS 1.8
83.	Are medical records reviewed periodically for completeness, accuracy, timeliness and legibility?	1) NPR 1800.1 NASA Occupational Health Program Procedures, Section 2.3.2 Peer Review 2) Medical QA Program, IMS 2.2
84.	Is staff provided education and training in the principles of information management?	1) Medical QA Program, IMS 1.14
85.	Is the transmission of data and information timely and accurate?	1) Medical QA Program, IMS 1.9, CEC 2.2
86.	Is the format and methods for disseminating data standardized?	1) Medical QA Program, IMS 1.10
87.	Do you have policies on retrieval of medical records and for the receiving, transcribing and authenticating verbal orders by qualified staff?	1) NPR 1800.1 NASA Occupational Health Program Procedures, Section 2.3.1 Credentialing and Privileging of Health Care Professionals & 2.3.2 Peer Review 2) Medical QA Program, IMS 1.5- 1.6

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88.	Is a medical record maintained for each patient treated in the clinic?	1) NPR 1800.1 NASA Occupational Health Program Procedures, Section 2.3.1 Credentialing and Privileging of Health Care Professionals 2) Medical QA Program, IMS 2
89.	Are all employee encounters recorded including AMA discharges?	1) Medical QA Program, IMS 2.1 & ECR 2.2
90.	Does each medical record contain sufficient information to identify the employee, support diagnosis, justify treatment, document the course and results, and promote continuity of care among health care providers?	1) Medical QA Program, IMS 2.1 & 2.1.1
91.	Are medical records completed and entered in a timely fashion following the encounter?	1) Medical QA Program, IMS 1.5.1 & MEA 1.4 & 2.1.4
92.	Does the medical record contain a summary list of significant diagnoses, procedures, drug allergies, and medications after employee's third visit?	1) Medical QA Program, IMS 1.9, ECP 2.2, MEA 1.4
93.	When emergency care is provided, is the time and means of arrival as well as the conclusions at termination of treatment, final disposition, condition and instructions for follow-up care documented in the medical record?	1) Medical QA Program, MEA 2.1.3 & 2.1.4, IMS 2.1.1
94.	Is a copy of the medical record available to the medical facility providing follow-up care?	1) Medical QA Program, CEC 2.3

Requirements Color Code:

NASA Medical Quality Assurance

Managing Employee Assessment (MEA)

Employee Care Process (ECP)

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Employee Healthcare Education (EDU)

Facility and Safety Management (FSM)

Governance (GOV)

Information Management Services (IMS)

Infection Control Services (INF)

Performance Improvement Management (PIM)

Staff Qualifications and Competency (SQC)

Regulatory (OSHA, HIPPA, CLIA, etc.)

NASA

Consensus

NASA Occupational Medicine (OM) Statement of Work (SOW)

**NASA Occupational Health
Evaluation Tool Requirements: Occupational Medicine Program**

Section VII: Management of Information		
95.	Is every medical record entry dated and signed?	1) NPR 1800.1 NASA Occupational Health Program Procedures, Section 2.3.1 Credentialing and Privileging of Health Care Professionals, 2) Medical QA Program, IMS 1.5.1 – 1.5.3
96.	Is all relevant information readily available and retrievable for providers?	1) Medical QA Program, CEC 2.2
97.	Do you collect and analyze aggregate data to support operations, employee care and other activities such as risk management, utilization review, infection control and safety management?	1) NPR 1800.1 NASA Occupational Health Program Procedures, Section 2.3.3 Quality Improvement and 2.3.5 Risk Management, 2) Medical QA Program, IMS 1.13 & 3.1
98.	Is information used to assist in gaining knowledge about professional skills needed for care, decision-making or education?	1) NPR 1800.1 NASA Occupational Health Program Procedures, Section 2.3.2 Peer Review, 2) Medical QA Program, IMS 3.1
99.	Is data shared with outside organizations?	1) NPR 1800.1 NASA Occupational Health Program Procedures, Section 2.4.1 Employee Medical Records 2) Medical QA Program, IMS 1.2 & IMS 3.3.2
100.	Identify the data system being utilized.	
101.	Is the system being utilized for electronic medical/nursing notes?	

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NASA Medical Quality Assurance

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**NASA Occupational Health
Evaluation Tool Requirements: Occupational Medicine Program**

Section VIII: Surveillance, Prevention and Control of Infection		
102.	Is there a written infection control program and written infection control procedures in place?	1) NPR 1800.1 NASA Occupational Health Program Procedures, Section 3.4 Infection Control Program 2) Medical QA Program , Infection Control Services INF 1, 2 & 3, GOV 1.5 & 5.5.2 3) 29 CFR 1910.1030(c) (1) (i)
103.	Is there a designated Infection Control Officer who is responsible for surveillance, prevention, and control of infection?	1) NPR 1800.1 NASA Occupational Health Program Procedures, Section 3.4 Infection Control Program 2) Medical QA Program , INF 6 & 7
104.	Are resources, such as the Center Bloodborne Pathogen Plan, OSHA standards, state and local regulations, available for staff reference?	1) NPR 1800.1 NASA Occupational Health Program Procedures, Section 3.4 Infection Control Program, 3.4.2 Universal Precautions, 3.4.3 Bloodborne Pathogens 2) Medical QA Program , INF 9 3) 29 CFR 1910.1030 (g) (2) (vii)
105.	Is personal protective equipment available for staff use?	1) NPR 1800.1 NASA Occupational Health Program Procedures, Section 3.4 Infection Control Program 2) Medical QA Program , INF 4 3) 29 CFR 1910.1030 (d) (3) (i)
106.	Is action taken to prevent or reduce the risk of nosocomial infection in employees, contractors and visitors?	1) NPR 1800.1 NASA Occupational Health Program Procedures, Section 3.4 Infection Control Program 2) Medical QA Program , INF 1.1
107.	Is the infection control process integrated with the performance improvement process?	1) NPR 1800.1 NASA Occupational Health Program Procedures, Section 3.4 Infection Control Program 2) Medical QA Program , INF 11
Requirements Color Code:		18

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[Regulatory \(OSHA, HIPPA, CLIA, etc.\)](#)

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[Staff Qualifications and Competency \(SQC\)](#)

**NASA Occupational Health
Evaluation Tool Requirements: Occupational Medicine Program**

Section IX: Management of the Medical Care Environment		
108.	Does the staff receive annual infection control training?	1) NPR 1800.1 NASA Occupational Health Program Procedures, Section 3.4 Infection Control Program, 3.4.2 Universal Precautions 2) Medical QA Program, INF 11.5 – 12.2 3) 29 CFR 1910.1030 (g) (2)
109.	Have the following elements been considered for the Occupational Health facilities? a) security b) hazardous material/waste management c) medical equipment management d) emergency preparedness utility systems	1) NPR 1800.1 NASA Occupational Health Program Procedures, 2) Medical QA Program, FSM 1, 2.1, 3.4 & 3.5, 4, 5, 7 3) 29 CFR 1910.1030 OSHA BBP and Haz Mat 4) NASA OM SOW/Program Goals 5) ANSI 5.1.1
110.	Are there any plans for renovations or modifications of existing medical facilities?	1) NPR 1800.1 NASA Occupational Health Program Procedures, Section 2.3.9 Environment of Care 2) Medical QA Program, FSM 1.1 & 2 3) ANSI 5.1.2
111.	Is there a plan addressing the reporting and investigating of incidents of property damage, occupational illness and employee, contractor, visitor or personnel injury?	1) NPR 1800.1 NASA Occupational Health Program Procedures, Section 2.3.5 Risk Management 2) Medical QA Program, FSM 2 & 2.1, 6.1 3) ANSI 5.1.4
112.	Is there a clinic representative who oversees the development, implementation, and monitoring of Health Facility safety?	1) Medical QA Program, FSM 6

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**NASA Occupational Health
Evaluation Tool Requirements: Occupational Medicine Program**

Section IX: Management of the Medical Care Environment		
113.	If conditions pose an immediate threat to life or health or to the equipment or building, are they addressed?	1) Medical QA Program, FSM 6.2 2) 29 CFR 1960.30 (a)
114.	Does the Risk Management Plan address security for patients, visitors, personnel, and property (personal, records, medication, equipment, etc.)?	1) Medical QA Program, FSM 2, ECR 1.4 & 1.5, IMS 1.4 & 3.3.2, 2) ANSI 6
115.	Does the Center and/or Health Facility have a plan addressing Emergency Preparedness for the clinic?	1) NPR 1800.1 NASA Occupational Health Program Procedures, Sections 3.3.3 & 3.3.5, NPR 1040.1, NASA Continuity of Operations (COOP) Planning Procedural Requirements, 2) Medical QA Program, FSM 3.4 & 4 3) DHS National Response Plan NPR 12/ 2004 4) ANSI 5.1.5
116.	Does the clinic emergency response plan define and integrate the organization's role with community wide emergency preparedness efforts?	1) Medical QA Program, FSM 4.1 & 9.3 2) NASA OM SOW/Program Goals
117.	Does the clinics emergency response plan specify specific roles and responsibilities, and alternate roles of personnel during emergencies?	1) Medical QA Program, FSM 6 & 9 – 9.1
118.	Does the clinics emergency response plan establish an alternate care site?	1) Medical QA Program, FSM 4.2

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**NASA Occupational Health
Evaluation Tool Requirements: Occupational Medicine Program**

Section IX: Management of the Medical Care Environment		
119.	Does the clinics emergency response plan contain a provision for maintaining a backup communication system?	1) Medical QA Program, FSM 4.2
120.	Are emergency preparedness drills regularly conducted across all shifts?	1) Medical QA Program, FSM 9.3
121.	Is there a reliable emergency power system available for illumination and signs?	1) Medical QA Program, FSM 3.4 , 3.5 and 8
122.	Does the Center and/or Health Facility have a policy on Intermediate Life Safety Measures (ILSM) include ensuring the free and unobstructed access to emergency services?	1) NPR 1800.1 NASA Occupational Health Program Procedures, Sections 2.3.9 Environment of Care & 2.3.5 Risk Management 2) Medical QA Program, FSM 1.1 & 2
123.	Does your Center and/or Health Facility ensure that its facilities and grounds: a) Are clean, neat, functional and well lit? b) Have appropriate space and equipment available for employee activities? c) Have door locks and other structural restraints that are appropriately used? d) Are accessible to physically and visually impaired individuals?	1) NPR 1800.1 NASA Occupational Health Program Procedures, Sections 2.3.5 & 2.3.9 2) Medical QA Program, FSM 1, GOV 5.2

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**NASA Occupational Health
Evaluation Tool Requirements: Occupational Medicine Program**

Section IX: Management of the Medical Care Environment		
124.	Does the Health facility have adequate space for patient activities, appropriate furniture, access, and signage?	1) NPR 1800.1 NASA Occupational Health Program Procedures, Section 2.3.5 & 2.3.9 2) Medical QA Program, FSM 2
125.	Does the Health Facility have an established plan that manages medical equipment function, maintenance, recalls, and risk reduction?	1) Medical QA Program, FSM 7 & 7.1 2) ANSI 5.1.3
126.	Does the plan cover the identification, evaluation, inventorying and the quality control of equipment before the equipment is used?	1) Medical QA Program, FSM 7 & 7.1 2) ANSI 5.1.3
127.	Does the plan address the inspection, testing and maintenance of equipment used in patient care?	1) Medical QA Program, FSM 7, 7.1 & PIM 3.2, 3.10
128.	Does the plan address the monitoring and acting on equipment hazard notice and product recalls?	1) NPR 1800.1 NASA Occupational Health Program Procedures, Section 2.3.4 Reliability-Centered Maintenance
129.	Does the plan cover the monitoring and reporting of incidents in which medical device is connected with death, serious illness or injury?	1) NPR 1800.1 NASA Occupational Health Program Procedures, Section 2.3.4 Reliability-Centered Maintenance 2) Medical Devices Reporting Regulation (21 CFR 803) for Manufacturers and users

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**NASA Occupational Health
Evaluation Tool Requirements: Occupational Medicine Program**

Section IX: Management of the Medical Care Environment					
130.	Does the organization have a record of routine preventive maintenance of medical equipment?	1) Medical QA Program, FSM 7			
131.	Do records reflect there is preventive maintenance and inspection of medical equipment according to a schedule based on current experience and ongoing monitoring and evaluation?	1) Medical QA Program, FSM 7			
132.	Do records reflect there is performance testing of all sterilizers being utilized?	1) NPR 1800.1 NASA Occupational Health Program Procedures, Section 2.3.4 Reliability-Centered Maintenance			
Section X: NASA Policy		G¹	Y²	R³	Comments
133.	Are clinic personnel aware of the requirements of NPG 8900.3G, Astronaut Medical and Dental Observation Study and Care Program?				NPG 8900.3G, Astronaut Medical and Dental Observation Study and Care Program
134.	Do they understand the potential need to treat astronauts and/or their immediate family members?				NPG 8900.3G, Astronaut Medical and Dental Observation Study and Care Program
135.	Is there an implementation plan in place?				NPG 8900.3G, Astronaut Medical and Dental Observation Study and Care Program

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**NASA Occupational Health
Evaluation Tool Requirements: Occupational Medicine Program**

136.	Is there a copy of the NPG in the clinic?				NPG 8900.3G, Astronaut Medical and Dental Observation Study and Care Program
<i>Metric:</i>					

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