

This Inspection Guide provides *guidance* to the inspector during the initial planning of an inspection. Not all sections will be applicable in every situation and the inspector may need to adjust the inspection based on information collected.

### **PROFILE FOR RESIDENT**

- Name, room number, home area
- Date of birth, date of admission, date of discharge (if applicable)
- Diagnoses
- Other resident information, as applicable: Physician, SDM, Advanced Directives, Activities of Daily Living, and RAI-MDS Outcome Scores, e.g., CPS

### **CLINICAL RECORD REVIEW (ELECTRONIC AND HARD COPY)**

#### **ASSESSMENTS**

- RAI-MDS - Section M (Skin Condition).
- Skin and Wound Assessment, e.g., initial, weekly, and as needed
- Assessments are consistent and complement each other.
- Documentation of care, e.g., flow sheet and tasks

#### **PLAN OF CARE**

- Care plan is based on the assessment of the resident.
- Plan of care specific to skin and wound, strategies and interventions in place to manage, and prevent skin breakdown.
- Interventions are being implemented.
- Plan of care reviewed and revised as applicable.

#### **MEDICATION ADMINISTRATION RECORD (MAR)**

- Medications administered as ordered.

#### **TREATMENT ADMINISTRATION RECORD (TAR)**

- Treatments administered as ordered.

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### PROGRESS NOTES

- Notes specific to skin and wound.
- Skin and wound assessments.
- Management of Skin and wound including the strategies and interventions used, the effectiveness of those interventions, and the reassessment of interventions as needed.
- Notes from internal/external consultations, e.g., Registered Dietitian and Skin and Wound Specialist.

### OBSERVATIONS

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#### RESIDENT

- Mobility and ADLs.
- Positioning and repositioning.
- Any specialty surfaces being used.
- Availability of equipment and/or supplies.

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#### STAFF

- Interventions being implemented as per plan of care.
- Assistance provided to resident as required.

### INTERVIEWS

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#### RESIDENT/SDM

- Discuss with the resident their daily routines, comfort level, ability to perform routine on their own.
- Confirm level of assistance provided from staff, e.g., mobility, transfers, toileting and repositioning.

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**DIRECT CARE STAFF**

**PSW and others as applicable**

- Confirm if there is a skin and wound program in the home.
- Discuss what education and training was provided to the staff related to skin and wound.
- Discuss their role in preventing skin breakdown.
- Confirm their role if they notice skin breakdown.
- Discuss the interventions used in the home to prevent skin breakdown.
- Discuss how staff are made aware of the resident's care needs.
- Confirm their familiarity with the resident.
- Confirm if the resident has any skin and wound concerns or if staff aware of specific previous concerns.
- Discuss if staff aware of the specific resident's interventions.
- Confirm if staff implement the care and where it is documented.

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**REGISTERED STAFF AND MEDICAL PERSONNEL**

- Confirm if there is a skin and wound program in the home.
- Discuss what education and training was provided to the staff related to skin and wound.
- Confirm the staff role in assessing skin or wound concerns.
- Discuss the interventions used in preventing skin breakdown.
- Discuss how staff are made aware of the resident's care needs.
- Confirm if staff are familiar with the resident.
- Confirm if resident has any current skin and wound concerns or if staff aware of specific previous concern.
- Confirm if the resident's wound(s) was being assessed, how frequently and where it was documented.

- Confirm if referrals were completed to dietitian, NP, Skin and Wound team, as appropriate.

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### MANAGEMENT

#### Director of Care, Administrator/Delegate

- Confirm if the home has a skin and wound program and that training was provided.
- Confirm the process when a skin breakdown or a wound is identified.
- Discuss the interventions used in the home to prevent skin breakdown.
- Confirm if and when would they evaluate the effectiveness of the interventions.
- Confirm the process to inform staff about the resident's care needs.
- Discuss the assessment tools used in the home for skin assessments.
- Discuss the legislative areas of concerns if identified.

### OTHER RECORD REVIEW

- Relevant policies and procedures.
- General program requirements and evaluation.
- Required training and retraining.
- Staff qualifications.
- Risk management or internal incident reports.
- Video or other visual or audio recordings.

### FOR FURTHER GUIDANCE

Please refer to policies, guidance documents, and job aids available in the eInspectors' Handbook.