OUTPATIENT FACILITY WALK THROUGH						
Date of Visit:		ASAM LOC/Modality:				
Program:		Facility Type:				

	Cor	npliance	Findings	Class	Defe
There is evidence of the following during the walk through:	Y N	NA %	Class: H = HIPAA, Q = Quality, R = Recoupment, S = Safety	Class	Reference
POSTING REQUIREMENTS		· · ·			
1 Hours of Operations - The hours of operation are posted. When not open, the					
program provides information about the availability of short-term emergency		######		Q	AOD 20020
counseling or referral services, including emergency telephone services.					
2 Emergency Info - The following information shall be readily available:					
a) The name, address and telephone number of emergency agencies, including				c	DN4 = 72
but not limited to the fire department, crisis center or paramedical unit		#######		S	PM p.72
b) The name and telephone number of an ambulance service		######		S	
3 Copies of the following documents have been provided to the person served OR					
are posted in a prominent place:					
a) A statement of nondiscrimination by race, religion, sex, ethnicity, age,				0	
disability, sexual preference, and ability to pay		######		Q	IA (III)(PP)(7)(vii)
b) Compliance process and grievance procedures		######		Q	
c) Appeal process for involuntary discharge		######		Q	
d) Program rules and expectations		######		Q	
BUILDING AND GROUNDS					
4 Overall Conditions - Programs/facilities shall be clean, safe, sanitary and in good					
condition at all times for the safety and wellbeing of persons served, employees		######		R	
and visitors.					
The program shall be free from:					AOD 20000(a)
a) Broken glass, filth, litter, or debris		######		Q	9 CCR § 10581(a)
b) Flies, insects, or other vermin		######		Q	PM p. 70 & 71
c) Toxic chemicals or noxious fumes and odors		######		Q	PW p. 70 & 71
d) Exposed electrical wiring		######		Q	
e) Other health or safety hazards.		######		Q	
f) Peeling paint or broken plaster		######		Q	
5 Carpet Maintenance - The program shall maintain all carpets and floors are free		######		Q	AOD 20000(a)(2)
from filth, holes, cracks, tears, broken tiles, or other safety hazards.					PM p. 71
6 Walkways / Passageways - All outdoor and indoor passageways, stairways,					AOD 20000 (a)(6)
inclines, ramps, open porches and other areas of potential hazard shall be kept		######		S	9 CCR § 10581(c)
free of obstruction and lighted for the visibility and safety of all participants.					
7 Protective Devices - All persons served shall be protected against hazards within					
the program through provision of protective devices including but not limited to:					AOD 20000 (a)(5)
a) nonslip material on rugs		######		S	9 CCR § 10581(b)
b) Smoke detectors functioning		######		S	PM p. 71
c) Carbon monoxide detectors functioning		######		Q	
d) Fire Extinguishers charged and present		######		Q	0.000 \$ 40004 (!)
8 Window Screens - All window screens shall be in good condition and be free of		######		Q	9 CCR § 10584 (b)
insects, dirt and other debris.					PM p. 71 9 CCR § 10584 ©
9 Lighting - Lamps or lights shall be provided as necessary in all rooms and other		######		R	
areas to ensure the safety of all persons in the facility					PM p. 71 9 CCR § 10584 (a)
10 Room Temperature - A comfortable temperature for persons served shall be		######		Q	
maintained at all times. 11 Bathroom Conditions - All toilets, handwashing shall be maintained in safe and					PM p. 71 9 CCR § 10584 €
sanitary operating conditions.		######		R	PM p. 71
12 Weapons Policy - The program shall have a written policy that prohibits					rivi p. 71
individuals from possessing guns, knives (other than kitchen utensils), or other					AOD 20000 (a)(4)
		######		S	PM pg 71
weapons (except for law enforcement officers or security guards acting in the line of duty) at the program site					PB / 1
WASTE/CHEMICAL DISPOSAL					

	Compliance		e	Findings		Reference	
There is evidence of the following during the walk through:	Y	Ν	NA	%	Class: H = HIPAA, Q = Quality, R = Recoupment, S = Safety	Class	Reference
13 Waste Disposal - Solid waste shall be stored, located and disposed in such a manner that will not transmit communicable diseases, emit odors, create a nuisance, or provide a breeding place or food source for insects or rodents				######		Q	
 a) All containers, including moveable bins, used for storage of solid waste shall have tight-fitting covers that are kept in place. The containers and covers shall be in good repair, leak proof and rodent-proof. 				######		Q	9 CCR § 10584 (f) PM p. 71
b) Solid waste containers, including moveable bins, receiving putrescible waste shall be emptied at least once per week or more often if necessary to comply with (f) above.				######		Q	
14 Cleaning Chemicals: Soaps, detergents, cleaning compounds or similar substances shall be stored in areas separate from food supplies.						S	PM p. 71
 15 Water/Chemical Disposal - The program shall provide for the safe disposal of contaminated water and chemicals used for cleaning purposes. 				######		s	AOD 20000(a)(3) 9 CCR § 10581(a)(2) PM p. 71
STORAGE SPACE							
16 Equipment & Supply Storage - Program equipment and supplies shall be stored in appropriate space and shall not be stored in space designated for other				######		R	AOD 20000 (a)(7) 9 CCR § 10581(d) PM p. 71
17 Activity Equipment Storage: There shall be space available for storage of equipment and supplies necessary to implement the planned activity program.						Q	PM p. 71
18 Staff Storage - There shall be space available for storage of staff members' immediate personal belongings.				######		Q	9 CCR § 10583© PM p. 71
19 Facility Records Storage: The program shall protect records from damage, fires and other hazards and in the selection of storage spaces, safeguard records from unnecessary exposure to deterioration.				######		Q	9 CCR § 10583(d) PM p. 71
20 Persons Served Records							
a) Written records which are subject to these regulations must be maintained in a secure room, locked file cabinet, safe or other similar container when not in use				######		Q	CFR 42 Section 2.16
b) Each program shall adopt in writing procedures which regulate and control access to and use of written records which are subject to these regulations.				######		Q	

REVIEWERS						
Name/Title	Date	Name/Title	Date			