

Inspection Plan for [REDACTED] Hospital  
(19 October 2010)

Day 1 (AM)	SMO+CNO +RN+SHA	NO+RN	HA+SHA (after inspecting OT)
	<u>Significant clinical services</u>	<u>Other clinical services</u>	<u>Other clinical services</u>
	<ul style="list-style-type: none"> <li>● OT (3/F)</li> </ul>	<ul style="list-style-type: none"> <li>● Rehab Ward (2/F)</li> <li>● Day Care Centre (2/F) ←</li> <li>● Day Ward (2/F)</li> <li>● 3/F Ward (3/F)</li> <li>● Day Surgery &amp; Endoscopy Centre (3/F)</li> <li>● 4/F Ward (4/F)</li> </ul>	<ul style="list-style-type: none"> <li>● Diagnostic Radiology Dept (G/F)</li> <li>● Laboratory (1/F)</li> <li>● Skin Laser &amp; Cosmetic Surgery Centre (1/F)</li> <li>● Urodynamic lab (1/F)</li> <li>● Dental Dept (1/F)</li> <li>● Physio Dept (1/F)</li> <li>● Lithotripsy &amp; Endourology Centre (1/F)</li> </ul>
	SMO+CNO		
	<u>Other clinical services</u>		
	<ul style="list-style-type: none"> <li>● OPD (G/F)</li> <li>● Pharmacy (G/F)</li> <li>● Dietetic &amp; Weight Mx Centre (1/F)</li> <li>● Echo &amp; Stress Test Lab (1/F)</li> <li>● Women's Health Centre &amp; Breast Centre (1/F)</li> <li>● Specialist clinic (1/F)</li> </ul>		
Day 1 (PM)	SMO+CNO	NO+RN	SHA+HA
	<u>Documents</u>	<u>Documents</u>	<u>Supporting services</u> <ul style="list-style-type: none"> <li>● Purchasing Dept</li> <li>● Maintenance Dept (roof)</li> <li>● Laundry [REDACTED]</li> </ul> <u>Documents</u>

\*委員會秘書附註：本文件只備英文本。

	<b>SMO+CNO+NO+RN+SHA+HA</b>		
	<u>Satellite clinics</u> <ul style="list-style-type: none"><li>● [REDACTED] Clinic</li><li>● [REDACTED] Clinic</li></ul>		

**Inspection Plan for ██████ Hospital  
(20 October 2011)**

<b>AM</b>	<b>SMO+CNO+NO+RN</b>		<b>SHA+HA</b>
	<ul style="list-style-type: none"> <li>● OT (3/F)</li> </ul>		<ul style="list-style-type: none"> <li>● Laundry (HA)</li> <li>● Catering and Dietetic Service (HA)</li> <li>● Dietetic &amp; Weight Mx Centre (1/F) (SHA)</li> <li>● Urodynamic lab (1/F)(SHA)</li> <li>● Dental Dept (1/F)(SHA)</li> <li>● Physio Dept (1/F)(SHA)</li> <li>● Lithotripsy &amp; Endourology Centre (1/F)(SHA)</li> <li>● Mortuary(SHA)</li> <li>● Admission Office (SHA)</li> </ul>
	<b>SMO+CNO+RN</b>	<b>NO+RN</b>	
<ul style="list-style-type: none"> <li>● CSSD (2/F)</li> <li>● Day Surgery &amp; Endoscopy Centre (3/F)</li> </ul>	<ul style="list-style-type: none"> <li>● Rehab Ward (2/F)</li> <li>● Day Ward (2/F) ←</li> <li>● OPD (G/F)</li> </ul>		
<b>PM</b>	<b>SMO+CNO+RN</b>	<b>NO+SHA</b>	<b>MO+HA</b>
	<ul style="list-style-type: none"> <li>● Day Chemo and Ward (4/F)</li> <li>● 3/F Ward (3/F)</li> <li>● Pharmacy</li> </ul>	<ul style="list-style-type: none"> <li>● Specialist clinic (1/F)</li> <li>● Skin Laser &amp; Cosmetic Surgery Centre (1/F)</li> <li>● Echo &amp; Stress Test Lab (1/F)</li> <li>● Women's Health Centre &amp; Breast Centre (1/F)</li> </ul> <p><u>Documents (NO)</u></p> <ul style="list-style-type: none"> <li>● Hospital policies and relevant reports: <ul style="list-style-type: none"> <li>■ Incident</li> <li>■ Complaint</li> </ul> </li> </ul> <p><u>Documents (SHA)</u></p> <ul style="list-style-type: none"> <li>● Maintenance Dept (roof)</li> <li>● Waste Management</li> <li>● Cleansing service</li> <li>● Ventilation</li> <li>● Dangerous goods and medical gases</li> <li>● Admission, fees and charges</li> </ul>	<ul style="list-style-type: none"> <li>● Diagnostic Radiology Dept (G/F)</li> <li>● Laboratory (1/F)</li> <li>● Satellite clinics</li> </ul>

**Inspection Plan for [REDACTED] Hospital  
(7&8 December 2010)**

<b>Day 1 (PM)</b>	<b>PMO+SMO+ CNO/NO+RN+SHA+HA</b>		<b>CNO/NO+RN</b>
	<u>Significant clinical services</u>		<u>Other clinical services</u>
	<ul style="list-style-type: none"> <li>● OT (LSP 2/F)</li> <li>● ICU (LSP 13/F)</li> <li>● Renal Dialysis Centre (LSP 16/F)</li> <li>● Maternity Ward/nursery (LSP 28/F &amp; 29/F)</li> </ul>		<ul style="list-style-type: none"> <li>● OPD (LSP G/F)</li> <li>● PPC/WC/PC (LSP 1/F)</li> <li>● CSSD (LSP 3/F)</li> <li>● RSC (LSP 5/F)</li> <li>● O&amp;GC/TVFC (LSP 6/F)</li> <li>● D of D (LSP 7/F)</li> <li>● D of O (LSP 8/F)</li> <li>● <u>All centres (LSP 9/F)</u> ←</li> <li>● All centres (LSP 10/F)</li> </ul>
	<b>SMO+SHA+HA</b>	<b>CNO/NO+RN</b>	
	<u>Other clinical services</u>	<u>Other clinical services</u>	
	<ul style="list-style-type: none"> <li>● Pharm/Radio (LSP G/F)</li> <li>● Radio/CT/MRI (LSP 1/F)</li> <li>● LC (LSP 3/F)</li> </ul>	<ul style="list-style-type: none"> <li>● Wards (LSP 20/F)</li> <li>● Wards (LSP 21/F)</li> </ul>	
<b>Day 2 (AM)</b>	<b>CNO+RN</b>	<b>NO+RN</b>	<b>SHA+HA</b>
	<u>Other clinical services</u>	<u>Other clinical services</u>	<u>Supporting services/Other clinical services</u>
	<ul style="list-style-type: none"> <li>● PW and Lab (LSP 26/F)</li> <li>● All services (LSP 27/F)</li> <li>● Wards (LSP 31-37/F)</li> </ul>	<ul style="list-style-type: none"> <li>● Wards (LSP 22-25)</li> <li>● Centres (CB 5/F)</li> <li>● Ortho Centre (CB 7/F)</li> <li>● Plastic Centre (LSP G/F)</li> </ul>	<ul style="list-style-type: none"> <li>● Canteen (LSP 4/F)</li> <li>● Supplies D (LSP 7/F)</li> <li>● PET/Hydro Pool (LSP 18/F)</li> <li>● Physio/Gym (LSP 19/F)</li> <li>● Tomo/P&amp;O Unit (CB 2/F)</li> <li>● MRO (Phase II 5/F)</li> </ul>

<b>Day 2 (PM)</b>	<b>MO+CNO+RN</b>	<b>NO+RN</b>	<b>MO+SHA+HA</b>
	<u>Other clinical services</u> <ul style="list-style-type: none"> <li>● Cardiac Cath (LSP 15/F)</li> <li>● Endoscopy (LSP 15/F)</li> </ul> <u>Documents</u>	<u>Documents</u>	<u>Other clinical services</u> <ul style="list-style-type: none"> <li>● All services (CB 3/F)</li> <li>● <u>All services (CB 4/F)</u> ←</li> <li>● Path/Pharm (LSF 1/F)</li> </ul> <u>Documents</u>

**Inspection Plan for the [REDACTED] Hospital**  
(6-7 December 2011)

Day 1	SMO+CNO+RN	MO+NO+SHA	NO+HA
	<ul style="list-style-type: none"> <li>● OT (LSP 2/F)</li> <li>● ICU (LSP 13/F)</li> <li>● Maternity/Nursery (LSP 27-29/F)</li> <li>● Paediatric Ward (LSP 26/F)</li> </ul>	<ul style="list-style-type: none"> <li>● Pharmacy (LSP G/F)</li> <li>● OPD, SOPD, Private Clinic (LSP G-1/F)</li> <li>● Radiotherapy/MRI/CT (LSP 1/F)</li> <li>● Linear Accelerator, Tomotherapy (CB 2/F)</li> <li>● Lithotripsy Centre, Bone Densitometry, USG, Mammogram, MRI (LSP and CB 3/F)</li> <li>● Nuclear Medicine/PET/Hydrotherapy (LSP 18/F)</li> <li>● CSSD (LSP 3/F)</li> </ul>	<ul style="list-style-type: none"> <li>● Health Assessment/Dietetic/Endocrine Centre/Hepatology/Nephrology Centre/Clinical Psychology/Respiratory/Urology Centre (LSP 10/F)</li> <li>● O&amp;G/Surgery Centre (LSP 9/F) ←</li> <li>● Ortho and Sports Centre (CB 7/F)</li> <li>● Refractive/Cataract Centre (LSP and CB 5/F)</li> <li>● Day Care Ward, Oncology Centre, Cancer Genetic Centre, Pain Centre (CB 4/F) ←</li> <li>● Plastic Centre (CB 3/F)</li> <li>● Prosthetic Service (CB 2/F)</li> <li>● SOPD (LSF 2-3/F)</li> </ul>
	<ul style="list-style-type: none"> <li>● Ward (LSP 20/F)</li> <li>● Ward (LSP 21/F)</li> <li>● Ward (LSP 22/F)</li> <li>● Ward (LSP 23/F)</li> </ul> <p><u>Documents</u></p> <ul style="list-style-type: none"> <li>● Obstetric Certificates</li> <li>● Hospital policies and relevant reports: <ul style="list-style-type: none"> <li>■ Incident</li> <li>■ Complaint</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>● Cardiology Centre (LSP 27/F)</li> <li>● Pharmacy, Renal Dialysis Centre, CT simulator (LSP 16/F)</li> <li>● Cardiac Centre, Endoscopy (LSP 15/F)</li> <li>● O&amp;G Centre, IVF Centre (LSP and CB 6/F)</li> </ul>	<ul style="list-style-type: none"> <li>● Hearing and Dizziness Lab (LSP 27/F)</li> <li>● ENT Head and Neck Centre (LSP 27/F)</li> <li>● Ward (LSP 37/F)</li> <li>● Ward (LSP 36/F)</li> <li>● Ward (LSP 35/F)</li> <li>● Ward (LSP 33/F)</li> </ul>

Day 2	MO+NO+HA	SHA
	<ul style="list-style-type: none"><li>● Pathology (LSF 1/F)</li><li>● Ward (LSP 32/F)</li><li>● Ward (LSP 31/F)</li><li>● Ward (LSP 12/F)</li><li>● Satellite Clinic (Eye/Clinical Psychology/Fam Med Centre) (Central)</li></ul>	<ul style="list-style-type: none"><li>● Physiotherapy Dept. (LSP 19/F)</li><li>● Dentistry (LSP 7/F)</li><li>● Canteen and Kitchen (LSP 4/F)</li><li>● Laundry (LSF B1)</li><li>● Mortuary</li><li>● E&amp;M (LSF B1, LSP 17/F)</li><li>● Admission Department (CB G/F)</li><li>●</li></ul> <p data-bbox="1332 655 1469 683"><u>Documents</u></p> <ul style="list-style-type: none"><li>● System, Policy/Procedure, Schedule, Record, Irregularities<ul style="list-style-type: none"><li>■ Maintenance</li><li>■ Waste Management</li><li>■ Cleansing service</li><li>■ Ventilation</li><li>■ Dangerous goods and medical gases</li><li>■ Admission, fees and charges</li></ul></li></ul>

Debriefing (Tentative): 12 December 2011