

**List of Laguna Honda Hospital and Rehabilitation Center (LHH)
Hospital-wide/Department Policies and Procedures
Submitted to the Joint Conference Committee (JCC) for Approval on
May 19, 2020**

Hospital-wide Policies and Procedures

New Policies

<u>Policies</u>	<u>Comments</u>
27-03 Natural Dye Swallowing Assessment for Patients with Tracheostomy	Created to describe procedures for natural dye swallowing assessments to facilitate detection of aspiration in patients who have a tracheostomy.

Revised Policies

<u>Policies</u>	<u>Comments</u>
75-05 Illicit or Diverted Drugs and/or Paraphernalia Possession/Use by Residents or Visitors (re-titled)	Revised to include new policy statement to state that SF Department of Public Health promotes Harm Reduction methods and treatment goals; replaced “prohibited” with “diverted”; added definitions for diverted drug, MAT (Medication Assisted Treatment), and Harm Reduction; and added Appendix 1 for Process Map for Change in Condition Requiring Urine Toxicology Screen.

Department: Environmental Services

Revised Policies

<u>Policies</u>	<u>Comments</u>
X Equipment, Supplies and Chemicals	Revised to reflect current procedures for Environmental Services equipment, supplies, and cleaning chemicals.
XII Transmission-Based Precautions Cleaning (re-titled)	Revised to reflect current procedures.

Department: Medical Staff

Revised Policies

<u>Policies</u>	<u>Comments</u>
D08 Psychiatric Emergencies	Revised to clarify that if a resident is transferred to Psychiatric Emergency Services, both the LHH Psychiatry provider and attending physician must agree to the resident’s return to LHH based on the evaluation for behavioral risks.

Department: Nursing ServicesRevised Policies

<u>Policies</u>	<u>Comments</u>
C 4.0 Notification and Documentation of Change in Resident Condition (re-titled)	Revised to incorporate the urine toxicology screening algorithm and included in Appendix.
J 1.1 Obtaining, Handling, and Storage of Medications	<ul style="list-style-type: none">• New policy: Unless otherwise stated in the policy, the licensed nurse does not need to date products with the open date.• Revised to indicate "Pharmacy will deliver resident specific supply of maintenance medications to the neighborhood with scheduled oral medications"• Licensed nurse inspects condition of labels.• Irrigation solutions are not used 24 hours after opening• Removed holding medications• Pharmacy assigns expiration date for medications

Department: Pharmacy ServicesRevised Policies

<u>Policies</u>	<u>Comments</u>
02.01.06 Expiration Dating of Pharmaceuticals	Revised to add that pharmaceutical products that expire prior to manufacturer's labeled expiration date due to opening or change in storage conditions shall be assigned and labeled with an expiration date based upon the manufacturer prescribing information; and revised Attachment 1 for list of medications/devices with special expiration date requirements.