



## Environmental Inspections in TIER® Workflow®

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### Discussion

The Environmental Management component of TIER® Workflow enables organizations to automate outcomes of inspections for each building that it owns or operates. Inspection forms are included with this component for ongoing building inspections including general safety, life safety, and cleanliness. A copy of the Life Safety page of the Building Inspection form is included below.

This form can be expanded to accommodate more in depth inspections. For example, if a two-page inspection is needed, a copy of the existing page can be made and new criteria be inserted on the new page. The form also includes a scoring program for each page with a cumulative score based on 100% compliance

A screenshot of a software application window titled "Building Inspection (Butterfield Center)". The window has a menu bar with "File", "Edit", "Search", and "Object". Below the menu bar is a toolbar with various icons. The main area of the window is divided into sections. At the top, there are dropdown menus for "Facility" and "Date". Below that, there are three tabs: "Life Safety" (which is selected), "Cleanliness", and "General Safety". Under the "Life Safety" tab, there is a section titled "Check items that are satisfactory" followed by a list of 18 items, each with a checkbox. To the right of this list is a "Comments" text area. At the bottom right of the form, there is a "Safety Score" section with two red boxes containing the number "0" and a percentage symbol "%".

A copy of the Medication Storage inspection form is included below:

The screenshot shows a software window titled "Medication Storage Inspection (Butterfield Center)". It features a menu bar with "File", "Edit", "Search", and "Object". Below the menu is a toolbar with various icons. The main area contains a "Facility" dropdown menu and a "Date" text input field. There are two tabs: "Findings" (selected) and "Comments and Followup". The "Findings" tab contains a list of 10 items, each with "Yes" and "No" radio buttons and a "Specify" text input field.

Item	Yes	No	Specify
1. Location Secure	<input type="radio"/>	<input type="radio"/>	
2. All Medications accounted for	<input type="radio"/>	<input type="radio"/>	
3. Outdated Medications	<input type="radio"/>	<input type="radio"/>	
4. Appropriate Storage Temperature	<input type="radio"/>	<input type="radio"/>	
5. Authorized Sample Drugs (if applicable)	<input type="radio"/>	<input type="radio"/>	
6. Storage area clean	<input type="radio"/>	<input type="radio"/>	
7. Unauthorized medications present	<input type="radio"/>	<input type="radio"/>	
8. Medication inventory present	<input type="radio"/>	<input type="radio"/>	
9. Medication alerts present	<input type="radio"/>	<input type="radio"/>	
10. Medication antidote chart present	<input type="radio"/>	<input type="radio"/>	

A copy of the Infection Control Inspection form is below:

The screenshot shows a software window titled "Infection Control Inspection Record (Butterfield Center)". It features a menu bar with "File", "Edit", "Search", and "Object". Below the menu is a toolbar with various icons. The main area contains a "Facility" dropdown menu and a "Date" text input field. There are two tabs: "Findings" (selected) and "Comments and Recommendations". The "Findings" tab contains a list of 20 items, each with "Clean" and "Not Clean" radio buttons.

Item	Clean	Not Clean
1. Floors/Corridors	<input type="radio"/>	<input type="radio"/>
2. Storage Areas	<input type="radio"/>	<input type="radio"/>
3. Staff Refrigerators	<input type="radio"/>	<input type="radio"/>
4. Stoves/Microwaves	<input type="radio"/>	<input type="radio"/>
5. Vending Machines	<input type="radio"/>	<input type="radio"/>
6. Kitchen/Food Service	<input type="radio"/>	<input type="radio"/>
7. Liquid Dispensers	<input type="radio"/>	<input type="radio"/>
8. Ice Machines	<input type="radio"/>	<input type="radio"/>
9. Mechanical Rooms	<input type="radio"/>	<input type="radio"/>
10. Bathrooms	<input type="radio"/>	<input type="radio"/>
11. Play Areas/Toys	<input type="radio"/>	<input type="radio"/>
12. Medication Refrigerators	<input type="radio"/>	<input type="radio"/>
13. Vents	<input type="radio"/>	<input type="radio"/>
14. Stairways	<input type="radio"/>	<input type="radio"/>
15. Cooling Tower/AC Compressors	<input type="radio"/>	<input type="radio"/>
16. Cafeteria/Dining Area	<input type="radio"/>	<input type="radio"/>
17. Waiting Areas	<input type="radio"/>	<input type="radio"/>
18. Anesthetizing Locations	<input type="radio"/>	<input type="radio"/>
19. Drug Preparation Areas	<input type="radio"/>	<input type="radio"/>
20. Sterile Supply Areas	<input type="radio"/>	<input type="radio"/>

Copies of the equipment and vehicle inspection forms are included below:

The screenshot shows a software window titled "Equipment Inspection (Butterfield Center)". It features a menu bar with "File", "Edit", "Search", and "Object". Below the menu is a toolbar with icons for Save, Previous, Next, List, Print, Cut, Copy, Paste, and Info. The form fields include: "Facility" (a dropdown menu), "Date" (a text input field), "Condition" (a text input field), "Inspected by" (a dropdown menu), "Department Code" (a dropdown menu), "Reviewed by" (a dropdown menu), and "Next Scheduled Maintenance" (a text input field).

The screenshot shows a software window titled "Vehicle Check (Main Center)". It features a menu bar with "File", "Edit", "Search", and "Object". Below the menu is a toolbar with icons for Save, Prev, Next, List, Print, Cut, Copy, Paste, and Info. The form fields include: "Vehicle" (a text input field), "Vehicle Number" (a text input field), "Date Inspected" (a text input field with the value "12/04/2002"), "Maintenance Inspection" (a group of checkboxes: Lights Front, Lights Rear, Lights Interior, Brakes, Tires/Spare, Windshield Wipers, First Aid Kit, Plates, Horn, Fluids, Exhaust, Heater/AC (checked), Door Locks), "Required Service" (a group of checkboxes: 5000/3 Months, 15000/6 Months, 30000/12 Months, 45000/18 Months, 60000/24 Months), "Date to be repaired" (a text input field), "Remarks" (a large text area), "Inspected By" (a dropdown menu), "Repairs Verified By" (a dropdown menu), and "Next Scheduled Maintenance" (a text input field). The status bar at the bottom displays "Heater/AC".

The Environmental Management component is designed to automate environmental management information for each building. In this manner, a record is created for each building much like that of a clinical record or an employee record.

In addition, basic drill downs and reports are included with the component in order to summarize outcomes, analyze environmental management patterns and trends, and target actual or potential risk factors related to patient safety. The reports integrate operational information and findings from all buildings to provide a comprehensive environmental management performance picture for the entire organization.

This information will prove to be particularly relevant and useful to comply with the new JCAHO “Patient Safety Program” standards. Use of the Environmental Management and other three components of TIER<sup>®</sup> Workflow will facilitate development of a comprehensive patient safety program to address the new standards.

It is anticipated that the new standards can be primarily addressed through drill downs and reports rather than changes in policies and procedures or patient safety-related practices currently provided by most organizations. However, a comprehensive program approach, guided by a Patient Safety Program plan, will be required in order to ensure that patient safety is an integrated and coordinated process. Leadership commitment to this approach will need to be clearly demonstrated.

## **Conclusion**

Sequest is committed to providing our clients with resources in TIER<sup>®</sup> to support a comprehensive environmental management program while also complying with regulatory and accreditation standards. The Environmental Management component is a powerful tool that enables organizations to completely automate their environmental management programs.