

## STANDARDS

### **FMS.1 Hospital Leaders establish and support a facility management and safety program.**

- FMS.1.1 The facility management and safety program includes the following written and approved plans:
  - FMS.1.1.1 Safety of the Building.
  - FMS.1.1.2 Security.
  - FMS.1.1.3 Hazardous materials and waste disposal.
  - FMS.1.1.4 External emergency.
  - FMS.1.1.5 Internal emergency.
  - FMS.1.1.6 Fire Safety.
  - FMS.1.1.7 Medical equipment.
  - FMS.1.1.8 Utility System.
- FMS.1.2 Hospital leaders support the facility management and safety program to acquire the necessary equipment.
- FMS.1.3 The program includes regular inspection, testing, and maintenance of all the operating components of the program.
- FMS.1.4 The program has a budget for the necessary upgrading or replacement as identified by monitoring data or to meet applicable laws and regulations.
- FMS.1.5 There is an orientation program conducted for new hires on the facility management and safety plans.

### **FMS.2 There is a qualified individual(s) responsible for directing and coordinating the facility management and safety program.**

- FMS.2.1 The hospital has a facility management and safety program director who directs and coordinates all aspects of the facility management and safety program.
- FMS.2.2 The program director is qualified by education (e.g., bachelor's degree in engineering science), training, and experience in healthcare facility management and safety.
- FMS.2.3 The program director is assisted by qualified staff (e.g., safety officer) as required, according to the size and complexity of the hospital services.
- FMS.2.4 The program director provides ongoing consultation to all departments.
- FMS.2.5 Each department has an assigned "liaison safety officer" to liaise all safety issues within the department.

### **FMS.3 There is a multidisciplinary safety committee that provides oversight of the facility management and safety program.**

- FMS.3.1 The committee's membership consists of representatives from relevant departments such as safety, security, housekeeping, infection control, risk management, biomedical engineering, laboratory, medical staff (E.R), nursing, radiation safety, maintenance, and quality management.
- FMS.3.2 The safety committee provides oversight of the facility management and safety program.
- FMS.3.3 Safety committee meets at least ten times per year on a monthly schedule. Minutes are documented to be approved by the hospital leadership.
- FMS.3.4 The safety committee, through a multidisciplinary team, conducts quarterly and as needed facility safety tours to identify risks and hazards related to the facility and physical plants as well as evaluation of staff knowledge.