Office of Health Standards Compliance
Ensuring quality and safety in health care

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23 Speech Therapy Services

Domain 23.1 USER RIGHTS

Sub Domain 23.1.1 *4* User information

Standard 23.1.1.1 *4(1)* The health establishment must ensure that users are provided with adequate information about the health care services available at the health establishment and information about accessing those services.

Criterion 23.1.1.1.1 *4(2)(a)(ii)* The health establishment must provide users with information relating to service opening and closing times.

23.1.1.1.1.1 Legible signage at the entrance to the unit indicates the days and times when services are offered

Assessment type: Observation - **Risk rating:** Essential measure

The service opening and closing times (where applicable) must be displayed at the entrance of the speech therapy unit. The information must be legible. Not applicable: Where the health establishment does not have an on-site speech therapy unit

Score	Comment

Criterion 23.1.1.1.2 *4(2)(a)(iv)* The health establishment must provide users with information relating to the complaints, compliments and suggestions management system.

23.1.1.1.2.1 A complaints toolkit is available

Assessment type: Observation - **Risk rating:** Essential measure

Verify whether the complaint forms, box and poster are available at the speech therapy unit. Score 1 if compliant and 0 if not compliant

Score	Comment

Aspects	Score	Comment
1. Lockable complaints box is visibly placed in the unit.		
2. Complaints box is fixed to wall or a flat surface.		
3. Official complaint forms in at least two commonly spoken official languages are available next to box or there is an indication on the poster where to obtain the forms.		
4. Standardised poster describing process to follow to lodge a complaint is visibly displayed.		
5. Poster on complaints is available in at least two of the official languages commonly spoken in the area.		

Domain 23.2 CLINICAL GOVERNANCE AND CLINICAL CARE

Sub Domain 23.2.1 *6* User health records and management

Standard 23.2.1.1 *6(1)* The health establishment must ensure that health records of health care users are protected, managed and kept confidential in line with section 14, 15 and 17 of the Act.

Criterion 23.2.1.1.1 *6(2)(b)* The health establishment must ensure confidentiality of health records.

23.2.1.1.1.1 Confidentiality of health records is maintained.

Assessment type: Observation - **Risk rating:** Essential measure

Observe how user health records are managed in the unit and determine whether unauthorised individuals would be able to access the information in the health records. This includes but not limited to the health records of users admitted to the unit, health records being used for clinical audits or other administrative purposes or health records outside the records storage area or room of the unit for any other reason. Such records should be kept in a manner that safeguards against unauthorised access to the content of the health record. User records may be placed at the foot end of the bed but must not be left open for people to be able to read them when a health care provider is not present. Not applicable: Never

Score	Comment

Standard 23.2.1.2 *6(3)* The health establishment must create and maintain a system of health records of users in accordance with the requirements of section 13 of the Act.

Criterion 23.2.1.2.1 *6(4)(b)* **The health establishment must record information relating to the examination and health care interventions of users.**

23.2.1.2.1.1 Users requiring speech therapy services have been assessed and treated

Assessment type: Patient record audit - **Risk rating:** Vital measure

Select the user health records of three users in the speech therapy unit from the previous week and verify whether the records include the aspects listed below. Score 1 if the aspect is included and 0 if not included

Score	Comment

Unit 1 Healthcare record 1

Aspects	Score	Comment
1. Past medical history		
2. Assessment		
3. Provisional diagnosis		
4. Treatment plan		

Unit 2 Health record 2

Aspects	Score	Comment
1. Past medical history		
2. Assessment		
3. Provisional diagnosis		
4. Treatment plan		

Unit 3 Health record 3

Aspects	Score	Comment
1. Past medical history		
2. Assessment		
3. Provisional diagnosis		
4. Treatment plan		

23.2.1.2.1.2 Health care personnel educate users and their caregivers regarding how to continue therapy at home to ensure continuity of care

Assessment type: Patient record audit - **Risk rating:** Essential measure

This relates to treatment that must be repeated at home, including, but not limited to, application of medicine, the use of devices, the correct performance of exercises and/or activities, and the sequential adjustment of activities or exercise to improve strength or capability. Documented evidence of user education must be available. This information may also be found in other health records, including, but not limited to, physiotherapy and dietary services. Not applicable: Never

Score	Comment

Sub Domain 23.2.2 *7* Clinical management

Standard 23.2.2.1 *7(1)* The health establishment must establish and maintain clinical management systems, structures and procedures that give effect to national policies and guidelines.

Criterion 23.2.2.1.1 *7* **Healthcare providers are informed on the health establishment and their specific responsibilities.**

23.2.2.1.1.1 Health care personnel have been informed about the Standard Operating Procedures of the unit and health establishment.

Assessment type: Document - **Risk rating:** Essential measure

Documented evidence that personnel have been informed about the Standard Operating Procedures of the unit and health establishment must be available. This could include but is not limited to distribution lists which include personnel signatures to indicate they have read and understood the document (which must be dated and signed),proof of attendance at meetings where policies, guidelines and standard operating procedures are discussed, or similar evidence for electronic distribution. Score 1 if such evidence is available and score 0 if it is not available.

Score	Comment

Aspects	Score	Comment
1. Referrals		
2. Confidentiality of user health records		

Standard 23.2.2.2 *7(2)* (b) A health establishment must establish and maintain systems, structures and programmes to manage clinical risk.

Criterion 23.2.2.2.1 *7* **The health establishment implements process to ensure environmental cleanliness.**

23.2.2.2.1.1 All work completed is verified by the cleaning supervisor or delegated personnel.

Assessment type: Document - **Risk rating:** Essential measure

Daily inspections will ensure the cleanliness of the unit. The person responsible for overseeing the cleaning service must inspect the unit daily to confirm that cleaning has been carried out according to the schedule and that all areas attended to have been effectively cleaned. Monitoring tools (including, but not limited to, checklists/tick sheets) listing all cleaning tasks must be completed for each room or area. Not applicable: Never

Score	Comment

23.2.2.2.1.2 The unit is observed to be clean.

Assessment type: Observation - **Risk rating:** Vital measure

Inspector to observe general cleanliness of the unit including but not limited to whether the unit is free of dirt, dust and stains. Not applicable: Never

Score	Comment

Criterion 23.2.2.2.2 *7* **The management of emergency resuscitations must be guided and monitored to improve user outcomes.**

23.2.2.2.2.1 The unit has access to an emergency trolley within three minutes of a user requiring emergency resuscitation

Assessment type: Observation - **Risk rating:** Non negotiable measure

Where the layout of the hospital and the location of the speech therapy unit makes this unfeasible, the unit must have an emergency trolley. Not applicable: Where there is an emergency trolley in the unit.

Score	Comment

23.2.2.2.2.2 Emergency trolley is stocked with medicines and equipment.

Assessment type: Observation - **Risk rating:** Non negotiable measure

Inspect the contents of the emergency trolley against the aspects listed below. The emergency trolley can be shared by different units in rehabilitation services if they are located in the same area. For items of equipment, score 1 if the equipment is available and functional and 0 if not available or not functional. For non-equipment items, score 1 if the aspect is compliant and 0 if not compliant. Score NA if an emergency trolley is available in a nearby unit, in which case it can be accessed within three minutes of a user requiring emergency resuscitation.

Score	Comment

Aspects	Score	Comment
Devices to open and protect airway		

1. Laryngoscope handle		
2. Curved blade for laryngoscope size 2 (adult)		
3. Curved blade for laryngoscope size 3 (adult)		
4. Curved blade for laryngoscope size 4 (adult)		
5. Straight blade for laryngoscope size 1 (paediatric)		
6. Endotracheal tubes - uncuffed size 2.5mm (paediatric)		
7. Endotracheal tubes - uncuffed sizes 3mm (paediatric)		
8. Endotracheal tubes - uncuffed size 3.5mm (paediatric)		
9. Endotracheal tubes - uncuffed sizes 4.0mm (paediatric)		
10. Endotracheal tubes - uncuffed size 4.5mm (paediatric)		
11. Endotracheal tubes - uncuffed sizes 5.0mm (paediatric)		
12. Endotracheal tubes - uncuffed sizes 5.5mm (paediatric)		
13. Endotracheal tubes - cuffed sizes 3.0mm (paediatric)		
14. Endotracheal tubes - cuffed sizes 3.5mm (paediatric)		
15. Endotracheal tubes - cuffed sizes 4.0mm (paediatric)		
16. Endotracheal tubes - cuffed sizes 4.5mm (paediatric)		
17. Endotracheal tubes - cuffed sizes 5.0mm (paediatric)		
18. Endotracheal tubes - cuffed sizes 5.5mm (paediatric)		
19. Endotracheal tubes - cuffed sizes 6.0mm (paediatric)		
20. Endotracheal tubes - cuffed sizes 6.5mm (paediatric)		
21. Endotracheal tubes - cuffed sizes 7.0mm (adult)		
22. Endotracheal tubes - cuffed sizes 7.5mm (adult)		
23. Endotracheal tubes - cuffed sizes 8.0mm (adult)		
24. Endotracheal tubes - cuffed sizes 8.5mm (adult		
25. Oropharyngeal airway size 1 (small child)		
26. Oropharyngeal airway size 2 (child)		
27. Oropharyngeal airway size 3 (small adult)		
28. Oropharyngeal airway size 4 (medium adult)		
29. Oropharyngeal airway size 5 (large adult)		

30. Nasopharyngeal airway size 3		
31. Nasopharyngeal airway size 4		
32. Nasopharyngeal airway size 5		
33. Plaster or ties for endotracheal tubes		
34. Xylocaine spray or Lubricating gel		
Equipment for difficult Intubation		
35. Introducer		
36. Laryngeal mask airway size 2		
37. Laryngeal mask airway size 3		
38. Laryngeal mask airway size 4		
39. Laryngeal mask airway size 5		
40. Magill forceps (adult)		
41. Magill forceps (paediatric)		
Devices to deliver oxygen/ventilate users		
42. Manual resuscitator device or bag and valve mask (adult)		
43. Manual resuscitator device or bag and valve mask (paediatric)		
44. Oxygen masks		
45. Oxygen supply – ready for use (portable).Explanatory note: An oxygen cylinder fitted with regulator indicating cylinder pressure and adjustable flowrate must be available. Oxygen levels must not be below the minimum level indicated in the oxygen cylinder gauge		
Equipment to diagnose and treat cardiac dysrhythmias		
46. Automated external defibrillator (AED) or defibrillator with pads, paddles and electrodes		
47. Cardiac arrest board		
Devices to gain intravascular access		
48. Intravenous administration sets		
49. IV Cannulae		
Medicine		
50. Emergency medicines according to local protocol are available and have not expired.		

23.2.2.2.2.3 Medical supplies and equipment for resuscitation are available.

Assessment type: Observation - **Risk rating:** Vital measure

Inspect whether medical supplies and equipment used for resuscitation is available. The items may be available in the trolley or vicinity of the trolley. Score 1 if the aspect listed is available, functional and not expired (if applicable) and score 0 if the aspect is not available, not functional or expired (if applicable). Score NA if an emergency trolley is available in a nearby unit, in which case it can be accessed within three minutes of a user requiring emergency resuscitation.

Score	Comment

Aspects	Score	Comment
1. Chlorhexidine solution or Alcohol swabs		
2. Eye protection		
3. Facemask		
4. Gloves		
5. Spare batteries for laryngoscope		
6. Spare bulb(where applicable)		
7. Syringe 2ml		
8. Syringe 5ml		
9. Syringe 20ml		
10. Catheter tip syringe 50ml		
11. Needles size 16 G		
12. Needles pink 18 G		
13. Needles green 21G		
14. Scissors		
15. Tourniquet		
16. Stethoscope		
17. Nasogastric tubes size 5 (paediatric)		
18. Nasogastric tubes size 6 (paediatric)		
19. Nasogastric tubes size 8 (paediatric)		
20. Nasogastric tubes size 10 (paediatric)		
21. Nasogastric tubes size 12 (adult / paediatric)		

22. Nasogastric tubes size 14 (adult)		
23. Nasogastric tubes size 16 (adult)		
24. Nasogastric tubes size 18 (adult)		
25. Suction catheter 8F (paediatric)		
26. Suction catheter 10F (paediatric)		
27. Suction catheter 12F (adult)		
28. Suction catheter 14F (adult)		
29. Suction devices (portable)		
30. Yankhauer suction		
31. Resuscitation algorithm		

23.2.2.2.2.4 The emergency trolley in the unit is checked.

Assessment type: Document - **Risk rating:** Vital measure
This must take place at least once a day and after each episode of use. Check records from the previous 30 days. Not applicable: Never

Score	Comment

Sub Domain 23.2.3 *8* Infection prevention and control programmes

Standard 23.2.3.1 *8(1)* The health establishment must maintain an environment, which minimises the risk of disease outbreaks, the transmission of infection to users, health care personnel and visitors.

Criterion 23.2.3.1.1 *8(2)(a)* **The health establishment must ensure that there are hand washing facilities in every service area.**

23.2.3.1.1.1 Hand washing facilities are available in the speech therapy unit.

Assessment type: Observation - **Risk rating:** Vital measure
Inspect the hand washing facilities for the items listed below. Score 1 if the item is available and 0 if not available

Score	Comment

Unit 1 User care area

Aspects	Score	Comment
1. Hand washing basin. Explanatory note: The basin must not be blocked, broken, have deep cracks causing leaking of water, or have hairline cracks.		
2. Poster on correct hand washing technique		

Aspects	Score	Comment
3. Poster on correct use of alcohol- based hand rub. Explanatory note: Posters must be placed at strategic places and above alcohol dispensers in the health establishment as stipulated in page 33 of Practical Manual for Implementation of IPC Strategic framework March 2020		
4. Taps. Explanatory note: Taps must be elbow-operated in user care areas, but not in toilets		
5. Running water		
6. Plain liquid soap		
7. Wall mounted soap dispenser		
8. Paper towels		
9. Paper towel dispenser		
10. Bin		
11. Alcohol based hand rub. Explanatory note: Item does not necessarily have to be in the hand washing basin/facility area.		

Unit 2 Personnel toilet

Aspects	Score	Comment
1. Hand washing basin. Explanatory note: The basin must not be blocked, broken, have deep cracks causing leaking of water, or have hairline cracks.		
2. Poster on correct hand washing technique		
3. Poster on correct use of alcohol- based hand rub. Explanatory note: Posters must be placed at strategic places and above alcohol dispensers in the health establishment as stipulated in page 33 of Practical Manual for Implementation of IPC Strategic framework March 2020		
4. Taps. Explanatory note: Taps must be elbow-operated in user care areas, but not in toilets		
5. Running water		
6. Plain liquid soap		
7. Wall mounted soap dispenser		
8. Paper towels		
9. Paper towel dispenser		
10. Bin		
11. Alcohol based hand rub. Explanatory note: Item does not necessarily have to be in the hand washing basin/facility area.		

Unit 3 User toilet

Aspects	Score	Comment
1. Hand washing basin. Explanatory note: The basin must not be blocked, broken, have deep cracks causing leaking of water, or have hairline cracks.		
2. Poster on correct hand washing technique		
3. Poster on correct use of alcohol- based hand rub. Explanatory note: Posters must be placed at strategic places and above alcohol dispensers in the health establishment as stipulated in page 33 of Practical Manual for Implementation of IPC Strategic framework March 2020		
4. Taps. Explanatory note: Taps must be elbow-operated in user care areas, but not in toilets		
5. Running water		
6. Plain liquid soap		
7. Wall mounted soap dispenser		
8. Paper towels		
9. Paper towel dispenser		
10. Bin		
11. Alcohol based hand rub. Explanatory note: Item does not necessarily have to be in the hand washing basin/facility area.		

Criterion 23.2.3.1.2 *8(2)(d)* **The health establishment must ensure that health care personnel are protected from acquiring infections through the use of personal protective equipment and prophylactic immunisations.**

23.2.3.1.2.1 Personal protective equipment is worn.

Assessment type: Observation - **Risk rating:** Vital measure

Using the checklist below, verify whether protective clothing and equipment are worn in the areas listed below. Score 1 if the items are worn and 0 if not worn. Score NA where, at the time of the inspection, personnel are not in a situation in which they are required to wear protective clothing

Score	Comment

Unit 1 Area 1: Worn

Aspects	Score	Comment
1. Latex or nitrile gloves – non-sterile		
2. Gloves – sterile		
3. Disposable gowns or aprons		

	Score	Comment
4. Protective face shields or goggles		
5. Face masks		
6. N95 or KN95 or FFP2 respirators		

Unit 2 Cleaner: Worn

Aspects	Score	Comment
1. Domestic gloves		
2. Disposable gowns or aprons		
3. Protective face shields or goggles		
4. Face masks		
5. N95 or KN95 or FFP2 respirators		

Sub Domain 23.2.4 *9* Waste management
Standard 23.2.4.1 *9(1)* The health establishment must ensure that waste is handled, stored, and disposed of safely in accordance with the law.
Criterion 23.2.4.1.1 *9(2)(a)* The health establishment must have appropriate waste containers at the point of waste generation.

23.2.4.1.1.1 The unit has appropriate containers for disposal of all types of waste

Assessment type: Observation - **Risk rating:** Vital measure
Verify whether the waste containers listed below are available. Health care risk waste containers must have the appropriate international hazard symbol and be marked as prescribed in SANS 10248-1: Management of Health Care Waste, Part 1: Management of healthcare risk waste from a health facility. Score 1 if the waste container is available and 0 if not available. Where a particular type of waste is not generated in the unit, score NA

Score	Comment

Aspects	Score	Comment
1. Infectious non-anatomical waste (red)		
2. General waste (black, beige, white or transparent packaging may be used)		

Sub Domain 23.2.5 *21* Adverse events
Standard 23.2.5.1 *21(1)* The health establishment must have a system to monitor and report all adverse events.
Criterion 23.2.5.1.1 *21(2)(b)* The health establishment must have systems in place to report adverse incidents to a structure in the health establishment or responsible authority that monitors these events.

23.2.5.1.1.1 Health care personnel are aware of the procedure to report adverse events

Assessment type: Staff interview - **Risk rating:** Essential measure
Interview three health care personnel to establish their awareness on reporting of adverse events Score 1 if they are able to explain the aspects listed below and 0 if not

Score	Comment

Unit 1 Health care personnel 1

Aspects	Score	Comment
1. Types of adverse events that might happen in the unit (give three examples)		
2. How to report adverse events in the unit		
3. Feedback processes on reported adverse events. Explanatory notes: This could include but not limited to formal feedback on the progress, outcome and quality improvement.		

Unit 2 Health care personnel 2

Aspects	Score	Comment
1. Types of adverse events that might happen in the unit (give three examples)		
2. How to report adverse events in the unit		
3. Feedback processes on reported adverse events. Explanatory notes: This could include but not limited to formal feedback on the progress, outcome and quality improvement.		

Unit 3 Health care personnel 3

Aspects	Score	Comment
1. Types of adverse events that might happen in the unit (give three examples)		
2. How to report adverse events in the unit		
3. Feedback processes on reported adverse events. Explanatory notes: This could include but not limited to formal feedback on the progress, outcome and quality improvement.		

Domain 23.3 CLINICAL SUPPORT SERVICES

Sub Domain 23.3.1 *10* Medicines and medical supplies

Standard 23.3.1.1 *10(1)* The health establishment must comply with the provisions of the Pharmacy Act, 1974 and the Medicines and Related Substances Act, 1965.

Criterion 23.3.1.1.1 *10(2)(a)* The health establishment must implement and maintain a stock control system for medicine and medical supplies.

23.3.1.1.1.1 The stock control system shows minimum and maximum levels and/or reorder levels for medical supplies.

Assessment type: Observation - **Risk rating:** Essential measure

Each item held as stock must have documented minimum, maximum and/or reorder levels. These

levels must be recorded on bin cards or equivalent. The system may be manual or electronic. Not applicable: Never

Score	Comment

23.3.1.1.1.2 Physical stock for medical supplies corresponds with stock control system.

Assessment type: Observation - **Risk rating:** Essential measure

Randomly select five items held as stock and verify whether their availability corresponds with the balance indicated on the bin cards or equivalent. The system may be manual or electronic.

Score	Comment

Aspects	Score	Comment
1. Item 1		
2. Item 2		
3. Item 3		
4. Item 4		
5. Item 5		

Criterion 23.3.1.1.2 *10(2)(b)* The health establishment must ensure the availability of medicines and medical supplies for the delivery of services.

23.3.1.1.2.1 Basic medical supplies (consumables) are available.

Assessment type: Observation - **Risk rating:** Vital measure

Verify whether the medical supplies listed below are available in the storeroom. Score 1 if the item is available and not expired and 0 if the item is not available or expired.

Score	Comment

Aspects	Score	Comment
1. Gloves non sterile-various sizes		
2. Gloves sterile various sizes		
3. Surgical masks		
4. N95 or KN95 or FFP2 respirators.		
5. Disposable Aprons		

	Score	Comment
6. Goggles or visors (face shields)		
7. Sterilizing solution for bottles and teats		
8. Bottle sterilizers (could be microwave or UV options)		

Sub Domain 23.3.2 *13* Medical equipment

Standard 23.3.2.1 *13(1)* Health establishments must ensure that the medical equipment is available and functional in compliance with the law.

Criterion 23.3.2.1.1 *13(2)(b)* The health establishment must ensure that equipment is in accordance with the essential equipment list in all clinical service areas.

23.3.2.1.1.1 Medical equipment and materials are available .

Assessment type: Observation - **Risk rating:** Essential measure

Verify whether the unit has the equipment listed below. Score 1 if the item is available and 0 if not available.

Score	Comment

Aspects	Score	Comment
Communication		
1. Toys including those used for cause & effect, symbolic play, sensory-adapted, playdough, construction and themed.		
2. Reading books (various languages are preferred)		
3. Boxed sets and or puzzles for discourse (range of difficulties)		
4. Paediatric tables and chairs		
5. Alternative and Augmentative communication software and devices, with computer and colour printer (e.g. Board maker, various switches, mounting arms etc.)		
6. Laminator with various sizes laminating pouches		
Feeding equipment		
7. Teats (various)		
8. Spoons (various sizes)		
9. Feeding bottles (various)		
10. Specialized bottles (e.g. for use with Cleft babies)		
11. Pacifiers or Soothers (various)		
12. Thickening agent		
13. Plastic bowls (various sizes)		

14. Cups (various sizes, normal and cut-out cups)		
15. Oral stimulation devices (e.g. electric toothbrushes, range of therapeutic electronic oral massage devices)		
16. Range of devices for Oro-motors exercises (e.g. Bite blocks)		
17. 11.Blue food colouring for assessments		
Specialised items		
18. Laryngectomy sizing kit		
19. Laryngectomy cleaning brushes		
20. Tracheoesophageal voice prosthesis / electrolarynx		
21. Laryngectomy accessories (e.g. stoma covers, lary-button, base plates, humidifiers)		
22. Laryngeal mirrors		
23. Portable mirror		
24. Assessment tools for dysphagia		
25. Assessment tools for speech and language (e.g. standardized tests)		
26. Assessment tools for voice and fluency		
27. Therapy mats		
28. Headlight or torch		

Domain 23.4 GOVERNANCE AND HUMAN RESOURCES
Sub Domain 23.4.1 *20* Occupational health and safety
Standard 23.4.1.1 *20(1)* The health establishment must comply with the requirements of the Occupational Health and Safety Act, 1993.
Criterion 23.4.1.1.1 *20(2)(b)* Awareness of safety and security issues must be promoted

23.4.1.1.1.1 The emergency evacuation plan is prominently displayed

Assessment type: Observation - **Risk rating:** Essential measure

The evacuation plan must include but is not limited to route/directions to be followed during evacuation, emergency exits and assembly point(s). This must be visibly displayed. Not applicable: Never

Score	Comment

23.4.1.1.1.2 The healthcare personnel are familiar with the emergency evacuation procedure
Assessment type: Staff interview - **Risk rating:** Essential measure
Interview three health care personnel to establish whether they are able to explain the evacuation procedure as illustrated in the evacuation plan. Score 1 if they explain the procedure as illustrated in the evacuation plan and 0 if not. Where no evacuation plan is available, this measure must be scored

0.

Score	Comment

Aspects	Score	Comment
1. Healthcare personnel 1		
2. Healthcare personnel 2		
3. Healthcare personnel 3		

Domain 23.5 FACILITIES AND INFRASTRUCTURE

Sub Domain 23.5.1 *14* Management of buildings and grounds

Standard 23.5.1.1 *14(1)* The health establishment and their grounds must meet the requirements of the building regulations.

Criterion 23.5.1.1.1 *14(2)(b)* **The health establishment must as appropriate for the type of buildings and grounds of the establishment have a maintenance plan for buildings and the grounds.**

23.5.1.1.1.1 No obvious safety hazards are observed during the visit

Assessment type: Observation - **Risk rating:** Vital measure

Inspect the surroundings for maintenance-related safety hazards in the unit. This will include but is not limited to loose electrical wiring, collapsing ceiling, roof, doors or any other type of safety hazards that represent a risk to the health and safety of personnel, users and visitors. Not applicable: Never

Score	Comment

Criterion 23.5.1.1.2 *14(2)(d)* **The health establishment must as appropriate for the type of buildings and grounds of the establishment have ventilation systems that maintain the inflow of fresh air, temperature, humidity and purity of the air within specified limits set for different service areas such as theatres, kitchen and isolation units.**

23.5.1.1.2.1 Speech therapy unit has natural ventilation or functional mechanical ventilation.

Assessment type: Observation - **Risk rating:** Essential measure

The national building regulations stipulate that satisfactory ventilation is only provided by forcing outdoor air into a space mechanically or passively through either ducting or apertures open to the outside, including, but not limited to, windows or ventilation grilles. Verify whether the unit has passive ventilation (windows, doors that can be opened and ventilation grilles) or functional mechanical ventilation (i.e. a ducting system). Score 1 if the aspect is compliant and 0 if not compliant. Not applicable: Never

Score	Comment