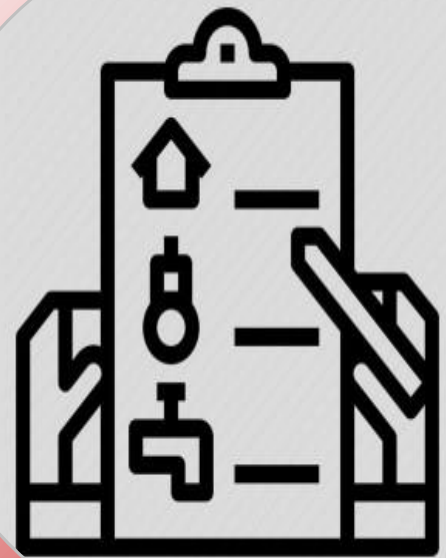


# Regulatory District Hospital Inspection Tool v1.3



**Transport Services**



Facility:
Date:

- **Tool Name:** Regulatory District Hospital Inspection tool v1.3 - Final
- **HEs Type:** Hospitals
- **Sector:** Public
- **Specialization:** District
- **Created By:** Health Standards Development and Training

## 38 Transport Services

### Domain 38.2 CLINICAL GOVERNANCE AND CLINICAL CARE

#### Sub Domain 38.2.1 7 Clinical management

**Standard 38.2.1.1 7(2)** (b) A health establishment must establish and maintain systems, structures and programmes to manage clinical risk.

**Criterion 38.2.1.1.1 7 The health establishment implements process to ensure environmental cleanliness.**

**38.2.1.1.1.1** All work completed is verified by the cleaning supervisor or delegated health care personnel.

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

Daily inspections will ensure the cleanliness of the building. The person responsible for overseeing the cleaning service must inspect the building 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

**38.2.1.1.1.2** 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

### Domain 38.5 FACILITIES AND INFRASTRUCTURE

#### Sub Domain 38.5.1 14 Management of buildings and grounds

**Standard 38.5.1.1 14(1)** The health establishment and their grounds must meet the requirements of the building regulations.

**Criterion 38.5.1.1.1 14(2)(a) The health establishment must as appropriate for the type of buildings and grounds of the establishment have all the required compliance certificates in terms of the building regulations.**

**38.5.1.1.1.1** 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 transport unit/section, including but not limited to loose electrical wiring, collapsing ceiling or roof, collapsing 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

**Sub Domain 38.5.2 16** Transport management

**Standard 38.5.2.1 16(1)** The health establishment must ensure that vehicles used to transport users and health care personnel are safe and well maintained.

**Criterion 38.5.2.1.1 16(2)(a)** The health establishment must ensure that vehicles, owned or used, are licensed and maintained.

**38.5.2.1.1.1** The health establishment has a maintenance schedule for all vehicles.

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

The maintenance schedule must include all vehicles in the fleet and must be updated annually. Not applicable: Never

Score	Comment

**38.5.2.1.1.2** Records are available for all vehicle maintenance undertaken.

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

Records of all maintenance carried out for all vehicles must be available. This includes, but is not limited to, invoices from service providers. Not applicable: Never

Score	Comment

**38.5.2.1.1.3** All official vehicles used to render services or transport users are licensed annually.

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

As required in Chapter 3 of the National Road Traffic Act No 93 of 1996, section 4, valid copies of license certificates for all vehicles must be available. Not applicable: Never

Score	Comment

**Criterion 38.5.2.1.2 16(2)(b)** The health establishment must ensure that drivers have a valid driver's license and or public transport driving permit.

**38.5.2.1.2.1** A copy of a valid driver's licence for each driver is available.

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

Each driver must be in possession of an appropriate licence in compliance with National Road Traffic Act regulations. Copies of valid driver's licence must be available in the transport office. Score 1 if valid driver's licence is available and score 0 if not.

Score	Comment

Aspects	Score	Comment
1. Driver 1		
2. Driver 2		
3. Driver 3		

**38.5.2.1.2.2** A copy of a professional driver's permit is available for each driver.

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

As required in Chapter 4 of the National Road Traffic Act No 93 of 1996, section 32, copies of valid professional driver's permits, where applicable, must be available. Copies of valid professional driver's permits must be available in the transport office. Score 1 if valid professional drivers permit is available and score 0 if not. Not applicable: Where drivers are not expected to have a professional driver's permit.

Score	Comment	
Aspects	Score	Comment
1. Driver 1		
2. Driver 2		
3. Driver 3		

### Official Sign-Off

The National Health Act, 2003 (Act No. 61 of 2003) provides for quality requirements and standards in respect of health services provided by health establishments to the public. The main objective is to promote and protect the health and safety of the users of health services and contribute to improved outcomes and improved population health.

To achieve this mandate standardised inspection tools aligned to Norms and Standards Regulations applicable to different categories of health establishments promulgated by the Minister of Health in 2018 have been developed for District Hospitals.

### Acknowledgements

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- Provincial Department of Health personnel, Quality Assurance Managers, District Managers, Programme Managers, Operational Managers for their valuable feedback
- The Certification and Enforcement Committee of the OHSC Board for reviewing the tools and for recommending to the Board for approval.

**It is hereby certified that the Regulatory District Hospital Inspection tools version 1.3 was developed by the Office of Health Standards Compliance.**

**Ms W Moleko**

**Signature:**



**Executive Manager: Health Standards  
Development Analysis and Support**

**Date:**

10/08/2022

**Dr Sipiwe Mndaweni**

**Signature:**



**Chief Executive Officer: OHSC**

**Date:**

10/08/2022

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