

## Ancillary Care Areas: Diagnostic Ultrasound

Name of Hospital: \_\_\_\_\_

Date: \_\_\_\_\_ Hospital Contact: \_\_\_\_\_

Always/  
Yes

Sometimes

Never/  
No

N/A

### DEPARTMENT MANAGEMENT

- |                          |                          |                          |                          |  |
|--------------------------|--------------------------|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 1. The facility is accredited by the American Institute of Ultrasound in Medicine (AIUM) or the American College of Radiology (ACR).   |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 2. A qualified medical director is responsible for operations of the ultrasound department. (Evidence of qualification: Physician with a current state license, ACR training guidelines for physicians performing or interpreting ultrasound examinations have been met, and ACR guidelines for competence and continuing education are maintained.)               |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 3. Images and interpretation of studies are maintained for a minimum number of years as required by state law or hospital policy.  |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 4. The following policies and procedures are in place that ensure patient and technologist safety:   |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | a. Communication of findings (both routine and emergent) with documentation of the communication and verification of receipt. (Resource: <i>ACR Practice Guideline for Communication of Diagnostic Imaging Findings</i> at <a href="http://www.acr.org/~media/C5D1443C9EA4424AA12477D1AD1D927D.pdf">www.acr.org/~media/C5D1443C9EA4424AA12477D1AD1D927D.pdf</a> .) |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | b. Infection control.  |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | c. Electrical safety.  |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | d. Preventive maintenance and calibration of equipment, according to manufacturers' recommendations.   |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | e. Medical emergency equipment.  |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 5. There is a quality assurance program in place that monitors:  |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | a. Proper functioning and routine testing of equipment.  |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | b. Physician peer review.  |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | c. Timely and complete reporting of results.   |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | d. Discrepancies between preliminary and final reports.  |

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Always/  
Yes

Sometimes

Never/  
No

N/A

### HUMAN RESOURCES

- |                          |                          |                          |                          |   |
|--------------------------|--------------------------|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 6. Technologists have appropriate training and demonstrate continued competence to perform ultrasound examinations as determined by the medical director. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | a. Evidence of training and continued competence is on file.  |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 7. Ultrasound units in other areas of the facility (e.g., the emergency department) are used only by trained and competent staff.                         |

### PATIENT CARE

- |                          |                          |                          |                          |   |
|--------------------------|--------------------------|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 8. The AIUM (or similar accrediting organization) recommendations are followed for the performance of ultrasound exams. (Resources: <i>ACR-SPR-SRU Practice Guideline for Performing and Interpreting Diagnostic Ultrasound Examinations</i> at <a href="http://www.acr.org/~/media/13B896B9F4844E3082E7D7ED66AFC148.pdf">www.acr.org/~/media/13B896B9F4844E3082E7D7ED66AFC148.pdf</a> and <i>AIUM Practice Guidelines</i> at <a href="http://www.aium.org/resources/guidelines.aspx">www.aium.org/resources/guidelines.aspx</a> .) |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 9. Physician interpretations are available within 24 hours of performance of the exam.  |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 10. The interpretive report contains the information recommended by the AIUM or similar organization.   |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 11. There is a policy in place that provides guidance for how staff should respond when patients request the videotaping of ultrasound exams.   |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 12. Chaperones are offered to patients for intimate examinations.   |

### ENVIRONMENT OF CARE

- |                          |                          |                          |                          |   |
|--------------------------|--------------------------|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 13. Patient education is provided regarding the procedure to be performed, preprocedure preparation, and aftercare, if any. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 14. The department provides for safe patient positioning.   |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 15. The department provides for patient privacy.  |

### PROCESS IMPROVEMENT AND PATIENT SAFETY

- |                          |                          |                          |                          |  |
|--------------------------|--------------------------|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 16. Adverse events and near misses are reported according to policy.   |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | a. The department provides constructive and timely feedback on each reported adverse event and near miss.                  |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | b. Staff members are able to describe how information on adverse events and near misses is used to improve patient safety. |

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Always/ Yes	Sometimes	Never/ No	N/A	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	17. The department has a patient safety plan with specific goals and objectives.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	18. The department collects data needed to track progress toward the department patient safety goals.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	a. Staff members are able to describe how they use data to determine which safety projects to adopt.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	b. Staff members are able to describe how they use data to improve patient care.

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*This interactive guide is not a standard of care. Any guidelines suggested here are not rules, do not constitute legal advice, and do not ensure a successful outcome. The ultimate decision regarding the appropriateness of any action or treatment must be made by each healthcare practitioner in light of all circumstances prevailing in the individual situation and in accordance with the laws of the jurisdiction in which the care is rendered.*