

Updated 21 June 2018

Extension Survey Policy

Purpose.

An Extension survey is conducted to evaluate whether an organization continues to demonstrate compliance with the appropriate accreditation/certification program standards following significant changes in the organization's services/programs, facilities, leadership or ownership. When any of these factors change, JCI Accreditation must evaluate the change to determine if the change is within or outside of the scope of a planned initial survey or the scope of a current accreditation award.

Policy.

JCI accreditation may conduct an Extension survey when an organizational evaluation is determined to be necessary based on any of the following factors:

- A change in organization ownership.
- The revocation or restriction of operational licenses or permits, any limitations or closure of patient care services, any sanctions of professional or other staff, or other actions under laws and regulations brought by relevant health authorities.
- Alterations or changes in use of patient care buildings, construction of new or expansion of patient care buildings, or the occupation of buildings in new locations in the community, to expand the types and volume of patient care services 25% or more than was stated in the hospital's profile or was not reported as a patient care location in the E-App, or was not included in the scope of the previous accreditation survey.
- Intentional expansion of the hospital's capacity to provide services in the absence of new, renovated, or expanded facilities by 25% or greater, as measured by patient volume, scope of services, or other relevant measures.
- The addition or deletion of one or more types of health care services, such as addition of a dialysis unit or discontinuation of trauma care.
- The hospital has merged with, consolidated with, or acquired an unaccredited site, service, or program for which there are applicable JCI accreditation standards.

Procedure.

1. Information submitted by the organization within 30 days of when new service or change is operational is reviewed by the Vice President, Accreditation, Standards and Measurement, or designee, to determine if an extension survey is necessary to evaluate the changes described by the organization.
2. The organization may be contacted to discuss the changes and/or asked to submit additional materials to assist staff in determining whether an extension survey is required.
3. When an Extension survey is required, staff completes a JCI accreditation Activation Form for the Account Executive to initiate the pre-survey planning process.
4. The Account Executive processes the JCI accreditation Activation Form.