

# Practitioner

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## **PHYSICAL SETTING AND SAFETY STANDARDS**

- Office is accessible to the disabled; parking space with signage/painted parking space, wheelchair ramp, office entrance and restroom door wide enough for wheelchair, and restroom has grab bars.
- Office appearance is clean and organized.
- Appearance of office staff is neat and professional.
- Waiting area is pleasant, comfortable with adequate seating.
- Exam room/consulting office design ensures patient privacy.
- Each exam room has adequate lighting, sink with running water. If no sink with running water available, then a 60% alcohol content bactericidal hand washing solution is present for use.
- There are provisions for appropriate disposal of sharps.
- There are provisions for appropriate disposal of biohazardous materials/waste.
- Controlled drugs are properly handled; locked cabinet, log maintained.
- Visible, charged fire extinguisher (A, B & C).
- Exit signs visible.

## **MENTAL HEALTH AND SUBSTANCE ABUSE PHYSICAL SETTING AND SAFETY STANDARDS**

- Office is accessible to the disabled; parking space with signage/painted parking space, wheelchair ramp, office entrance and restroom door wide enough for wheelchair, and restroom has grab bars.
- Office appearance is clean, organized and furniture functional.
- Appearance of office staff is neat and professional.
- Waiting area is pleasant, comfortable with adequate seating.
- Exam room/consulting office design ensures patient privacy.
- Controlled drugs are within expiration dates and properly handled – locked cabinet, log maintained.
- Prescription blanks are properly stored.
- Visible, charged fire extinguisher (A, B, & C).
- Exit signs visible.
- Organized medical records filing system.
- Formal policies are documented for confidentiality, security of record storage, to protect privacy and disclosure of information.