

- Electronic copy is controlled under document control procedure. Hard copy is uncontrolled & under responsibility of beholder.
- It is allowed ONLY to access and keep this document with who issued, who is responsible and to whom it is applicable.
- Information security code: Open Shared-Confidential Shared-Sensitive Shared-Secret

COVID-19 Fever Clinic Inspection Checklist- Final

Name of the Facility: _____

Date of Inspection: ____/____/____

Ref.	Description	Yes	No	N/A	Remarks
5	STANDARD ONE: REGISTRATION AND LICENSURE PROCEDURES				
5.3.	The HF should develop the following Standard Operating Procedures (SOPs); but not limited to:				
5.3.1.	Patient Identification Policy.				
5.3.2.	Patient acceptance criteria. (as mentioned in Standard Four)				
5.3.3.	Patient assessment and admission.				
5.3.4.	Patient education and Informed consent.				
5.3.5.	Patient health record policy.				
5.3.6.	HASANA data entry procedure.				
5.3.7.	COVID-19 sample collection and transfer procedures.				
5.3.8.	Result reporting policy.				
5.3.9.	Infection control measures and hazardous waste management procedures.				
5.3.10.	Incident reporting policy.				
5.3.11.	Patient privacy policy.				
5.3.12.	Personal Protective Equipment (PPE) management policy.				
5.3.13.	Quality and Patient Safety Plan.				
5.3.14.	Medication management.				
5.3.15.	Emergency action plan.				
5.3.16.	Patient discharge/transfer.				
5.5.	The HF should maintain a charter of patients' rights and responsibilities posted at the entrance of the premise in two languages (Arabic and English).				

Checklist	ID	Issue#	Issue Date	Revision Date	Page#
COVID-19 Fever Clinic / Final	CP_9.6.01_F09	1	Nov 14, 2022	Nov 14, 2025	1/4

- Electronic copy is controlled under document control procedure. Hard copy is uncontrolled & under responsibility of beholder.
- It is allowed ONLY to access and keep this document with who issued, who is responsible and to whom it is applicable.
- Information security code: Open Shared-Confidential Shared-Sensitive Shared-Secret

6 STANDARD TWO: HEALTH FACILITY REQUIREMENTS					
6.2.	Fever clinics should have a direct external access not requiring patients to travel through a hospital, healthcare facility or a community area.				
6.2.1.	Careful consideration should be given to ensure patients presenting to the facility do not have contact with other vulnerable patients.				
6.3.	The HF should have an accessible website that offers instructions to patients prior to and post visiting the facility.				
6.4.	The HF should have a hotline line number that offers 24/7 support services to suspected patients.				
6.8.	The HF should install and operate equipment required for provision of the proposed services in accordance to the manufacturer's specifications.				
6.9.	The HF should ensure easy access and mobility within the treatment areas for all patient groups.				
6.10.	The HF design shall provide assurance of patients and staff safety.				
6.12.	The HF shall ensure it has in place adequate lighting and utilities, including temperature controls, water taps, medical gases, sinks and drains, lighting, electrical outlets and communications.				
9 STANDARD FIVE: INFECTION CONTROL MEASURES					
9.5.	The facility should ensure appropriate donning and doffing areas for the staff as deemed necessary to ensure staff and patient safety.				
9.6.	Adequate infection control supplies are provided, including biohazard containers and supplies for hand hygiene.				
9.7.	HF should follow several precautions, including but not limited to:				
9.7.1.	Universal masking policy for all healthcare workers and				

Checklist	ID	Issue#	Issue Date	Revision Date	Page#
COVID-19 Fever Clinic / Final	CP_9.6.01_F09	1	Nov 14, 2022	Nov 14, 2025	2/4

- Electronic copy is controlled under document control procedure. Hard copy is uncontrolled & under responsibility of beholder.
- It is allowed ONLY to access and keep this document with who issued, who is responsible and to whom it is applicable.
- Information security code: Open Shared-Confidential Shared-Sensitive Shared-Secret

	patients.				
9.8.	The HF shall have in place dedicated zones as detailed below:				
9.8.1.	Green Zone: Outside the facility where the security personnel and liaison officers from the relevant authorities are present to provide general services to the patients. No Personal Protective Equipment (PPE) are required in the green zone. Protective mask must be worn.				
9.8.2.	Yellow Zone: The reception area, stairs, elevators, corridors between rooms, service rooms (laundry and kitchens), and staff work locations where they operate to provide daily general services for patients. Only protective mask and gloves are required in the yellow zone.				
9.8.3.	Orange Zone: Registration/Triage area, waiting areas and sample collection area for suspected COVID-19 patients - asymptomatic to mildly symptomatic. While being there staff should have on a protective mask, gloves, protective gown, and eye shield.				
9.8.4.	Red Zone: This is the treatment rooms for confirmed and highly suspected COVID-19 patients -with moderate to severe symptoms. While being there, a protective mask, gloves, protective gown, and eye shield should be worn. Doffing of PPE should be arranged next to this zone. A maximum of one patient is allowed per room, exception to be given to members of the same family, especially if they have elderly or children, subject the room can accommodate the family members.				
9.10.	The HF should ensure appropriate patient journey through the facility is established minimizing encounters with staff and other patients.				
12	STANDARD EIGHT: WASTE MANAGEMENT AND DISPOSAL				
12.2	Facilities should have a designated area for disposal, managing and monitoring of waste materials generated from the facility.				

Checklist	ID	Issue#	Issue Date	Revision Date	Page#
COVID-19 Fever Clinic / Final	CP_9.6.01_F09	1	Nov 14, 2022	Nov 14, 2025	3/4

- Electronic copy is controlled under document control procedure. Hard copy is uncontrolled & under responsibility of beholder.
- It is allowed ONLY to access and keep this document with who issued, who is responsible and to whom it is applicable.
- Information security code: Open Shared-Confidential Shared-Sensitive Shared-Secret

Checklist	ID	Issue#	Issue Date	Revision Date	Page#
COVID-19 Fever Clinic / Final	CP_9.6.01_F09	1	Nov 14, 2022	Nov 14, 2025	4/4