

**CLASS TITLE: HEALTH FACILITY SURVEYOR**

**Class Code: 02257200**  
**Pay Grade: 23A**  
**EO Code: C**

**CLASS DEFINITION:**

**GENERAL STATEMENT OF DUTIES:** To assist in making inspections of health care facilities such as hospitals, nursing homes, intermediate care facilities, etc. to insure adequate standards of services and to insure compliance with state and federal standards and regulations for the determination of initial or continued eligibility for state licensure and federal certification; and to do related work as required.

**SUPERVISION RECEIVED:** Works under the close supervision of a surveyor of higher rank from whom general and specific assignments and instructions are received; work is reviewed in process and upon completion for conformance to policies, rules and regulations and compliance with assignments and instructions.

**SUPERVISION EXERCISED:** Usually none.

**ILLUSTRATIVE EXAMPLES OF WORK PERFORMED:**

To assist in making inspections of health care facilities such as hospitals, nursing homes, intermediate care facilities, etc. to insure adequate standards of services and to insure compliance with state and federal standards and regulations for the determination of initial or continued eligibility for state licensure and federal certification.

To review medical records of patients and insure that prescribed medication and treatment is given to the patient in accordance with physicians' orders.

To make an inspection of the physical facilities to see that they are in compliance with federal and state regulations.

To review staffing patterns and personnel qualifications to insure adequate staffing and proper personnel standards and patient care policies.

To talk to patients and observe general attitudes toward the facility, carefully observing whether there are common complaints and checking out their validity.

To prepare proper reports related to the survey findings noting deficiencies or discrepancies and to make follow-up investigations after a reasonable time to make sure they are corrected.

To explain deficiencies or discrepancies to officials of facilities and recommend ways to eliminate said deficiencies or discrepancies.

To assist in developing effective utilization of medical resources within the state.

As required, to review nursing care at health care facilities.

To do related work as required.

**REQUIRED QUALIFICATIONS FOR APPOINTMENT:**

**KNOWLEDGES, SKILLS AND CAPACITIES:** A working knowledge of Rhode Island and federal laws and regulations relative to the licensing, regulation and inspection of health care facilities such as hospitals, nursing homes, intermediate care facilities, etc., and the ability to interpret such laws, rules and regulations; a working knowledge of standards for services, facilities and physical layout for such homes and the ability to apply these standards in conducting surveys; a working knowledge of and a sound understanding of social and human relationships, problems and needs in dealing with aged and convalescent persons; the ability to prepare reports containing findings, analyses, conclusions and recommendations; the ability to establish and maintain effective working relationships

with officials of said facilities and assist them by providing advice and guidance; and related capacities and abilities.

**EDUCATION AND EXPERIENCE:**

Education: Such as may have been gained through: graduation from a college of recognized standing or certification in Rhode Island as a Registered Nurse.

Class Revised: January 7, 1979

Editorial Review: 3/15/03