

American College of Surgeons Geriatric Surgery Verification Program (GSV) Site Visit Agenda

The verification review process aims to confirm a hospital's adherence to ACS standards, particularly in the context of the GSV Program within the hospital. Site Reviewers are charged with the responsibility of conducting a thorough and precise evaluation of a hospital's capabilities within a limited timeframe. To facilitate this process, we kindly request that the geriatric surgery program personnel at the hospital carefully prepare for the site visit by having all documents and medical records organized and accessible to the Reviewers. During the site visit, Reviewers will require a hospital staff member to be readily available to address any inquiries and fulfill requests for additional information. It's important to note that Reviewers may delve beyond the initially requested documents and medical records if further evidence of compliance with the standards is needed. To streamline the review, the Pre-Review Questionnaire (PRQ) provides Reviewers with an overview of the program and serves as a guide for the review process. For planning purposes, please allocate a full day for the review, which typically extends for approximately 8 hours.

Note: This document should be used in conjunction with the Site Visit Materials which are posted in the ACS Quality Portal (QPort) and other documents provided by your assigned GSV Coordinator.

Time	Agenda Item
15 mins	<p>Welcome</p> <p><i>Required Participants:</i></p> <ul style="list-style-type: none"> • Geriatric Surgery Director • Geriatric Surgery Coordinator • Geriatric Surgery Nurse Champion(s) • Administrative Leadership • Other team members as determined relevant by hospital
3 hours	<p>Chart Review</p> <p><i>Required Participants:</i></p> <ul style="list-style-type: none"> • Geriatric Surgery Director • Geriatric Surgery Coordinator • Computer/EMR Navigator, one for each Site Reviewer • Other team members as determined relevant by hospital
2 hours	<p>One-on-One Interviews</p> <p><i>Required Participants:</i></p> <ul style="list-style-type: none"> • Geriatric Surgery Director • Geriatric Surgery Coordinator • Geriatric Surgery Nurse Champion(s) • Geriatrician/Geriatric Expert <p><i>Optional Participants:</i></p>

	<ul style="list-style-type: none"> • Chief Quality Officer • Medical Staff Director • Department of Surgery Chair • Other team members as determined relevant by hospital
1 hour	<p>Hospital Tour</p> <p><i>Required Participants:</i></p> <ul style="list-style-type: none"> • Geriatric Surgery Director • Geriatric Surgery Coordinator • Geriatric Surgery Nurse Champion • Departmental Staff • Other team members as determined relevant by hospital
1 hour	<p>Process, Protocol and Policy Review</p> <p><i>Required Participants:</i></p> <ul style="list-style-type: none"> • Geriatric Surgery Director • Geriatric Surgery Coordinator • Other team members as determined relevant by hospital
30 mins	<p>Closed Site Reviewer Preparation</p> <p><i>Required Participants:</i></p> <ul style="list-style-type: none"> • ACS Reviewer Team
30 mins	<p>Exit Interview</p> <p><i>Required Participants:</i></p> <ul style="list-style-type: none"> • Geriatric Surgery Director • Geriatric Surgery Coordinator • Geriatric Surgery Nurse Champion(s) • Administrative Leadership • Other team members as determined relevant by hospital