

The Pulse

Hospital Education



March 2022

Form and retention of record citations in first quarter of federal fiscal year 2022

A-0438 form and retention of record was cited two times in Iowa, three times in Region 7 and eight times nationally in the first quarter of federal fiscal year (FFY) 2022 (Oct. 1, 2021, through Dec. 31, 2021). This was the number one citation in Region 7, which covers Iowa, Nebraska, Missouri, and Kansas.

Below is an example of this citation cited in Iowa during the first quarter of FFY 2022:

- The hospital's administrative staff failed to ensure the nursing staff completed and documented ongoing assessments for patients who presented to the emergency department (ED) for an evaluation. Failure of the nursing staff completing and documenting ongoing assessments could potentially result in the nursing staff failing to identify changes in a patient's condition, which could potentially cause further harm.

Source: *CMS' Quality, Certification, & Oversight Reports (QCOR)*

**Health Facilities Division
website application**

March lunch and learn

On March 9, Surveyor Tracy Herrick presented an overview of the survey process including staff vaccination requirements for COVID-19 during the department's quarterly lunch and learn.

Tracy discussed the following topics:

- Type of DIA visits
- Introductions
- List of requested items
- Tours of departments
- CMS memo: Quality, Safety and Oversight (QSO) 22-07-All

If you would like to watch the recorded version, [please click here](#).

Employee spotlight



In May 2021, DIA's Health Facilities Division launched a new web application. The new application features a user-friendly interface not only for accessing records for health facilities, but also for the Iowa Direct Care Worker Registry for certified nursing assistants (CNAs).

Entity administrators will need to request access to the new application to access facility information, self-reports, CNA information, etc. Once the administrator's access is approved, the administrator will be able to approve any other authorized facility users (i.e., entity delegate, entity HR) who request access for their facility.

Health facility employees, CNAs, and community college users are able to manage their own accounts, including making changes to their contact information.

Please note:

- Each facility is allowed to have **one** assigned entity administrator.
- Each user should be assigned only **one** role. If a user is assigned to multiple roles, the system may not work properly.
- Users should use the email address associated with their place of employment to create their Google or Microsoft account (see PDF guide below).

The website for the new application is dia-hfd.iowa.gov.

Additional resources

- [DIA Health Facilities Database User Guide \(PDF\)](#)
- [DIA's Health Facilities Database: Entity Sign-In](#)
(YouTube video)
- [DIA's Health Facilities Database: Approving Entity Users](#)
(YouTube video for administrators)

Linda Kellen began working for DIA in 2008. Her first position was surveyor in the Special Services Bureau of the Health Facilities Division. In 2016, Linda became the bureau chief for the Adult and Special Services Bureau and in October 2021 she assumed the role of assistant division administrator.

Linda earned her bachelor's degree in nursing from Morningside College in Sioux City and a master's degree in administrative studies with an emphasis in healthcare from the University of South Dakota.

Linda lives in both Sioux City and Des Moines. When she's not working, she enjoys spending time with her family, cycling, golfing, and traveling.

Contact us

If you have any questions or concerns, or if there are topics you would like to see covered in this newsletter or at a future lunch-and-learn, please contact **Megan**

Montalvo at megan.montalvo@dia.iowa.gov or **515.249.9648**.



The DIA HFD application has been upgraded and the URL has changed. Please update your bookmarks to the new URL, <https://dia.hfd.iowa.gov>
NOTE: For the best user experience, DIA recommends using the application in Chrome, Edge, or Safari browsers.

Direct Care Worker Registry & Health Facility Database

DCW SEARCH
Look up eligibility status of Direct Care Workers

Identification Number

First Name

Last Name

City

Counties

ENTITY SEARCH
Look up contact details for care facilities

Name

City

Counties

Entity Types

Designation Types

Iowa Department of Inspections and Appeals

Health Facilities Division | [321 East 12th St](https://www.iowa.gov) | [Des Moines, Iowa 50319](https://www.iowa.gov) | [515.281.4115](https://www.iowa.gov) | [FAX 515.281.5022](https://www.iowa.gov)