

Center for Medicaid, CHIP, and Survey & Certification/Survey & Certification Group

Admin Info: 11-25-NH/QIS

DATE: August 5, 2011

TO: State Survey Agency Directors

FROM: Director
Survey and Certification Group

SUBJECT: Clarification of Quality Indicator Survey (QIS) Team Size

Memorandum Summary

- **QIS Team Size:** The State Agency (SA) will determine QIS team size when a survey is being conducted in a facility with forty (40) certified beds or less.
- **Criteria:** The SA decision will be based on facility history, survey team background and individual surveyor experience.

The Centers for Medicare & Medicaid Services (CMS) is providing guidance to State Agencies (SA) regarding how to determine survey team size when conducting a QIS survey in facilities with forty (40) certified beds or less. Based on the original research and statistical analyses of the QIS process CMS determined that the optimal ratio of surveyors to residents is 1 to 10 for the Stage 1 Census Sample.

The SA will determine appropriate survey team size for facilities with 40 certified beds or less. The following criteria will be used to determine survey team size:

- 1) history and experience with the individual facility, which includes seriousness and patterns of past deficiencies;
- 2) survey team background and experience; and
- 3) surveyor experience with the QIS process

Effective Date: Immediately. This policy should be communicated with all survey and certification staff, their managers, the State and Regional Office training coordinators within 30 days of this memorandum.

/s/

Thomas E. Hamilton

cc: Survey and Certification Regional Office Management