|  |  |
| --- | --- |
| **MBSAQIP Virtual Site Visit Agenda** | |
| Center Name | |
| Site Visit Date: | Site Visit Date |
| Meeting Room: | Conference Room/Location |
| Site Reviewer: | Site Reviewer Name |



| **Time** | **Agenda Item** | **Location** | **Attendees** |
| --- | --- | --- | --- |
| 7:45 – 8:00 am  (15 minutes) | **Welcome**  Center representatives will meet the Site Reviewer. |  | MBS Director MBS Coordinator Facility Leadership |
| 8:00 – 11:00 am  (3 hours) | **Chart Review**  The Chart Review must be the first agenda item of the day. Review of bariatric patient charts. |  | MBS Director  MBS Coordinator MBSCR |
| 11:00 – 11:30 am  (30 minutes) | **Facility-Based Standards Compliance**   * Equipment, furniture, and facilities * Bariatric floor * PACU/OR * ED * ICU * Endoscopy * IR * Other areas |  | MBS Director MBS Coordinator |
| 11:30 – 12:30 pm  (1 hour) | **Multidisciplinary Care Meeting**  Bariatric team meeting with the Site Reviewer. |  | All bariatric team members |
| 12:30 – 1:00 pm  (30 minutes) | **One-on-One Interviews**   * MBS Director * MBS Coordinator * MBS Clinical Reviewer * Pediatric Medical Advisor\* * Obesity Medicine Director\* |  | MBS Director MBS Coordinator MBSCR  PMA\* OMD\* |
| 1:00 – 2:00 pm  (1 hour) | **Pathway & Protocol Review**  Review of compliance documentation. |  | MBS Coordinator |
| 2:00 – 2:30 pm  (30 minutes) | **Exit Interview Preparation**  The Site Reviewer will prepare for the Exit Interview. |  | **Site Reviewer Only** |
| 2:30 – 3:00 pm  (30 minutes) | **Exit Interview**  The Site Reviewer will present their findings from the site visit. |  | MBS Director  MBS Coordinator MBSCR Facility Leadership |