MusQan: Document Verification Checklist for NQAS

(To be submitted along with the application)

Name of the Facility: ……………………………………………………………………

District/State: ……………………………………………………………………………

NIN ID: ……………………………………………………………………………………

Type of the facility (DH/SDH/FRU-CHC): ……………………………………………

S. No.	Name of the Documents	Status of submission (Yes/No)	Remarks
1.	No. and Name of the departments to be assessed		
2.	State certification report duly signed by the assessors		
3.	Minutes of last Quality Circle meeting (Last Quarter) • Paediatric OPD • Paediatric Ward • SNCU/NBSU • NRC		
4.	Departmental SOPs (As per department)		
5.	Copy of Facility Wide Policies/ Instructions		
5.1	Quality Policy & Objectives		
5.2	Antibiotic Policy		
5.3	Breastfeeding Policy		
5.4	IYCF Policy		
5.5	Referral Policy		
6.	Analysis of last 3 months PSS with subsequent Corrective and Preventive actions undertaken (from date of application)		
7.	Baseline KPIs (as given in Annexure A*) and Last 3 months data (from date of application)		
8.	Last 3 months newborn and child death audit report with CAPA undertaken		
9.	Evidences of Rapid Improvement Events' compliance		
10.	Bio Medical Waste (BMW) Authorization Certificate (may be shared with main hospital)		
11.	Fire NoC (may be shared with main hospital)		

* As mentioned on page no 27-29 of the MusQan guidelines