



## NATIONAL INFANT SAFE SLEEP HOSPITAL CERTIFICATION PROGRAM

### Annotated Site Assessment Report

#### Instructions

The Site Assessment Report outlines hospital implementation of infant safe sleep best practices to meet hospital certification requirements. Submit the Site Assessment Report with initial certification, recertification, and applicable areas for upgrade certification applications.

**The Annotated Site Assessment Report** offers the ability to report all required information to be reviewed for certification in a narrative style. All listed topics must be addressed. Alternatively, Cribs for Kids offers a Fillable Site Assessment that can be completed for submission instead of the annotated version. Choose the version that best suits your preference.

- Note the headings for all levels, silver & gold levels, and gold.
- Answer all sections pertinent to the desired level of certification
- Reference and address supporting documents to be uploaded with application.
  - Upload and name supporting documents files appropriately.
- All Local & hospital produced materials must be uploaded to the application, excluding national education agencies.
- If you experience technical difficulties submitting, complete the required fields of the Application page and email documents separately to [hospitalcertification@cribsforkids.org](mailto:hospitalcertification@cribsforkids.org).

## **All Certification Levels/ Bronze**

### **Hospital Overview**

Summarize the structure of staff and leadership to facilitate and maintain hospital compliance for implementing and modeling AAP safe sleep best practices.

1. List hospital units and number of beds dedicated to the care of patients under one year of age.
  - Include NICU (level), PICU, Pediatrics, Labor & Delivery, Nursery/Postpartum, Emergency Department
  - Specify if your facility does not offer a particular unit
2. List number of births per year, NICU admission not reflected in number of births per year, and pediatric admissions under one year of age
3. List number of staff members and leadership of each unit: RNs, LPNs, techs, aides, lactation consultants, social workers, unit educators, nurse managers, directors, etc.
4. Optional: Share any additional information regarding the hospital's efforts and commitment to infant safe sleep not specifically addressed on this list such as partnerships with admitting obstetricians and pediatricians, safe sleep committees, and achievements.

### **Safe Sleep Policy**

1. If the hospital safe sleep policy does not meet Policy Rubric requirements, discuss barriers or areas not applicable below.

### **Healthcare Team Member Training**

Summarize the process to deliver safe sleep training to staff members.

1. List units and staff members that receive safe sleep training.
  - Include NICU, PICU, Pediatrics, Labor & Delivery, Nursery/Postpartum, ED, or house-wide, etc.
  - Specify if RNs, LPNs, techs, aides, all the above or all hospital employees
2. Describe the safe sleep training delivered at onboarding.
  - List training methods/materials i.e., Verbal education, review policy, PowerPoint, module, video, reviewing AAP articles.
  - List agencies producing training materials.
  - Upload local & hospital produced training materials to the application, excluding national education agencies. Address what each file is and name files appropriately.
3. Describe the safe sleep training delivered annually.
  - List training methods/materials.
  - List agencies producing training materials.
  - Upload local & hospital produced training materials to the application, excluding national education agencies. Address what each file is and name files appropriately.
4. Describe what methods are implemented to measure learning and understanding.
  - Specify if pre/posttest, teach-back, demonstration, verbal attestation.
5. Outline the action plan to address staff noncompliance.
  - Specify how re-education will be delivered, who will re-educate staff, and when it will be addressed.
  - List corrective measures i.e., verbal discussion, review of training materials, verbal or written warnings, removed from schedule.

### **Family & Caregiver Education**

Summarize the process for providing safe sleep education to caregivers with infants under one year of age.

1. Address when safe sleep education is delivered.
  - Specify in what unit and if at admission, after delivery, before discharge or all the above.
2. Describe the safe sleep education process delivered to caregivers.
  - List education methods/materials i.e., verbal discussion, demonstration, video, handouts, booklets.
  - List agencies producing training materials.
  - Upload local & hospital produced training materials to the application, excluding national education agencies. Address what each file is and name files appropriately.
6. List methods used to measure learning and understanding.
  - Specify use of acknowledgment forms, pre/posttest, teach-back, demonstration, verbal attestation
  - Upload local & hospital produced materials to the application, excluding national education agencies. Address what each file is and name files appropriately.
7. Outline the action-plan to address caregiver noncompliance
  - List who re-educates caregivers and when re-education is provided
  - List methods to provide re-education i.e., verbal re-education, demonstration, review handouts, signing of refusal forms
  - Upload local & hospital produced materials to the application, excluding national education agencies. Address what each file is and name files appropriately.
  - List changes in care i.e., pulse oximeter required on baby, pillows and blankets removed from adult bed

### **Hospital Website**

Outline the Safe Sleep education provided on the hospital website.

1. Address if this hospital meets this requirement or plans to demonstrate compliance with the submission of the 2023 Annual Report.
2. Address if the page is searchable by key words “Infant Safe Sleep”.
3. If imagery is shown, are safe sleep practices according to AAP recommendations displayed? If imagery does not display safe sleep, is a disclaimer provided?
4. Provide link to hospital page providing safe sleep education.

### **Safe Sleep Images**

1. Address safe sleep imagery displayed across all hospital mediums have been assessed and meet compliance. Upload local & hospital produced imagery and imagery requiring disclaimers to the application. Address what each file is and name files appropriately.

## **Silver & Gold Certification Levels**

### **Wearable Blankets**

Outline the process for providing wearable blankets to patients in-house under one year of age.

1. List what wearable blanket is being distributed and the manufacturer.
2. List units providing wearable blankets, if used in-house only, distributed to caregivers, or both.

3. Outline how caregivers receive education about wearable blankets.
  - Who delivers education on use and when is education is provided?
  - List education methods/materials i.e., verbal discussion, demonstration, video, handouts, booklets.
  - List agencies producing training materials.
  - Upload local & hospital produced materials to the application, excluding national education agencies. Address what each file is and name files appropriately.
4. If blankets are used in-house, note how they are laundered.
5. If blankets are provided upon discharge, note how many were distributed in the most recent/current year.
6. Provide funding source for wearable blankets.
  - If funding is provided by third-party or hospital foundation, upload required documentation to the application.

### **Optional House-wide Safe Sleep Training**

An alternative to funding wearable blankets to achieve certification is the implementation of delivering house-wide Cribs for Kids Safe Sleep Ambassador training to every hospital employee.

1. Address the completion of the conference call with Cribs for Kids to discuss implementation.
2. Outline the process to ensure all hospital employees have completed training.
  - Specify how compliance is measured
  - Are any additional training materials provided to staff? i.e., handouts, booklets, video
  - List agencies producing training materials.
  - Upload local & hospital produced materials to the application, excluding national education agencies. Address what each file is and name files appropriately.

### **Safe Sleep Quality Improvement Initiative**

Outline how this facility engages in the collection and evaluation of in-house infant sleep environment audits in units providing care for patients under one year of age.

1. Outline the safe sleep audit workflow: list who performs audits, when they are performed, and number of audits to be completed.
2. Name the designated bodies/committees responsible for tracking compliance results and monitoring the Quality Improvement Initiative. i.e., staff meetings, board meetings, unit committees, unit huddles.
3. Outline the action plan to address staff noncompliance.
  - Specify how re-education will be delivered, who will re-educate staff, and when it will be addressed.
  - List corrective measures i.e., verbal discussion, review of training materials, verbal or written warnings, removed from schedule
4. Upload to the application the most recently completed audit and annual compliance rate. Address what each file is and name files appropriately.

## **Gold Certification Level**

### **Assessment & Distribution of Infant Safe Sleep Space**

Outline the process for providing safe sleep spaces to patients.

1. Address the process to assess caregiver access to safe sleep spaces.
  - List who performs assessment, when, referrals/ consults placed.

2. Indicate what sleep space is distributed and the manufacturer.
3. Specify when sleep space is supplied to caregiver.
4. Address the process to educate the caregiver on use of the safe sleep space provided.
  - Specify who delivers education and when education is provided.
  - List education methods/materials i.e., verbal discussion, demonstration, video, handouts, booklets.
  - List agencies producing training materials.
  - Upload local & hospital produced materials to the application, excluding national education agencies. Address what each file is and name files appropriately.
5. Provide funding source for safe sleep spaces.
  - If funding is provided by third-party or hospital foundation, upload required documentation to the application.
6. Specify the number of sleep spaces distributed in the current/most recent year.

### **Community Outreach/Education**

Present the minimum of two channels utilized for Infant Safe Sleep Community Outreach/Education. Ensure each channel promoting safe sleep education to community members outside of the facility was completed within the last 12 months and is free and open to the public.

- For each initiative: provide name, date or date range, location, targeted audience, and estimated attendance.
- Describe the safe sleep education provided to community members
  - List education methods/materials i.e., Verbal discussion, demonstration, PowerPoint, video, handouts
  - List agencies producing training materials.
  - Upload local & hospital produced materials to the application, excluding national education agencies. Address what each file is and name files appropriately.
- Mass and Social Media posts require the addition details:
  - Provide details on content posted, posting/run dates, and estimated audience- views/shares
  - Provide screenshots or links to posts.
- Public distribution of written material handouts requires the additional details:
  - Include initial date distributed, number distributed, return date, and number of handouts remaining.