

# LEVEL 4A HOSPITAL COMPLIANCE CHECKLIST (KENYA)

This checklist outlines the mandatory Ministry of Health and KMPDC requirements for operating a Level 4A (Primary Care) Hospital in Kenya. Use this document as a pre-inspection self-audit tool.

## 1. Facility Definition & Scope

- ■ Licensed as a Level 4A Primary Care Hospital
- ■ Operates 24 hours a day
- ■ Provides emergency, inpatient, surgical, maternity, and diagnostic services
- ■ Does not operate specialist referral-only services beyond scope

## 2. Core Infrastructure Requirements

- ■ Separate Outpatient Department (OPD) and Accident & Emergency (A&E;)
- ■ Functional Accident & Emergency with resuscitation area
- ■ Surgical theatres (general and maternity)
- ■ Inpatient wards (male, female, paediatric, newborn)
- ■ Fully zoned maternity unit
- ■ High dependency care area
- ■ Mortuary services available
- ■ Central oxygen or reliable oxygen sources
- ■ Backup power and water storage

## 3. Diagnostic & Support Services

- ■ Class D or E laboratory
- ■ 24-hour laboratory services
- ■ Blood transfusion services
- ■ Radiology services (X-ray and ultrasound)
- ■ 24-hour pharmacy services
- ■ Central sterile services (CSSD)
- ■ Laundry and kitchen services

## 4. Equipment Requirements

- ■ Anaesthetic machines
- ■ Ventilators

- ■ Portable X-ray machine
- ■ Emergency resuscitation equipment
- ■ Newborn unit equipment (incubators, phototherapy)
- ■ Operating theatre equipment and recovery beds

## **5. Staffing Requirements**

- ■ Medical Officers sufficient for 24/7 coverage
- ■ Registered nurses across all departments
- ■ Access to a Surgeon and Anaesthetist
- ■ Radiographers
- ■ Laboratory technologists
- ■ Pharmacists or pharmaceutical technologists
- ■ Neonatal, theatre, and emergency-trained staff
- ■ Administrative and records staff

## **6. Emergency & Quality Systems**

- ■ 24/7 emergency coverage
- ■ Functional ambulance access
- ■ Referral protocols in place
- ■ Quality improvement system documented
- ■ Regular morbidity and mortality reviews
- ■ Staff appraisal and continuous training programmes

## **7. Infection Prevention & Waste Management**

- ■ Infection prevention and control protocols
- ■ Colour-coded waste segregation
- ■ Certified waste disposal contract or incinerator
- ■ Non-touch (elbow/sensor) handwashing sinks
- ■ Clean and dirty zoning clearly marked

## **8. Documentation & Compliance**

- ■ Valid facility license displayed
- ■ Practicing licenses for all staff available
- ■ Standard Operating Procedures (SOPs) documented
- ■ HMIS reporting systems active
- ■ Patient complaint and feedback mechanism

- ■ Professional indemnity insurance in place

## **9. Common Inspection Failure Points**

- ■ Operating hospital services without full staffing
- ■ Incomplete emergency or theatre setup
- ■ Mismatch between declared level and services offered
- ■ Poor infection control practices
- ■ Incomplete documentation

*Key Reminder: Level 4A hospitals are the first true hospital level. Operating without complete systems, staffing, and infrastructure leads to inspection failure or downgrading.*