

# LEVEL 4B HOSPITAL COMPLIANCE CHECKLIST (KENYA)

This checklist outlines the mandatory Ministry of Health and KMPDC requirements for operating a Level 4B (Specialist / Medium) Hospital in Kenya. Use this as a pre-inspection self-audit to ensure your specialty services are compliant.

## 1. Facility Definition & Scope

- ■ Licensed as a Level 4B Specialist / Medium Hospital
- ■ Clearly defined specialty scope of practice
- ■ Services limited to declared specialty
- ■ Formal referral pathways for non-specialty cases

## 2. Core Mandatory Requirements

- ■ At least one full-time registered specialist in the declared specialty
- ■ Medical officers proportional to patient volume (minimum 1 per 10 patients)
- ■ Specialty-specific equipment available and functional
- ■ Documented quality improvement system
- ■ Referral and ambulance protocols documented
- ■ Infection prevention and hygiene SOPs in all service areas

## 3. Infrastructure Requirements

- ■ Reception, waiting, and payment areas
- ■ Minimum two consultation rooms
- ■ Treatment and procedure rooms with emergency trays
- ■ Triage or emergency stabilization area
- ■ Oxygen supply at service points
- ■ Sterilization and decontamination equipment
- ■ Disability-friendly access and security systems
- ■ Health records and information systems

## 4. Surgery & Day-Care Services (If Applicable)

- ■ Clearly zoned procedure or theatre areas
- ■ Pre-operative and post-operative recovery areas
- ■ Anaesthetic machines and oxygen sources

- ■ Emergency resuscitation equipment
- ■ Decontamination and waste management systems

## **5. Permitted Services (Based on Licensing)**

- ■ Specialist outpatient consultations
- ■ Day-care surgical procedures
- ■ Dialysis services
- ■ Oncology services (chemotherapy or radiotherapy)
- ■ Ophthalmology services
- ■ Fertility services
- ■ Specialised dental or diagnostic services

## **6. Staffing Requirements**

- ■ Resident specialist in declared specialty
- ■ Medical officers
- ■ Specialised nurses and clinical officers
- ■ Laboratory, radiology, or pharmacy staff (as applicable)
- ■ Administrative and support staff
- ■ All staff licensed and practicing within scope

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

- ■ Colour-coded waste segregation bins
- ■ Certified waste disposal contract or incinerator access
- ■ Non-touch handwashing sinks in clinical areas
- ■ Documented infection prevention protocols

## **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 beyond declared specialty scope

- ■ Lack of specialist staffing
- ■ Missing referral MOUs
- ■ Incomplete emergency readiness
- ■ Poor documentation or IPC practices

*Key Reminder: Level 4B hospitals are specialist facilities. If your scope, staffing, infrastructure, and documentation do not align, inspectors will downgrade or deny licensing.*