

Pain: Facility Assessment Checklists

This is a series of self-assessment checklists for nursing home staff to use to assess processes related to pain management in the facility and to identify areas that need improvement.

These checklists are meant to help start a Quality Improvement project and focus on patient assessment and treatment so that they can be used in conjunction with the Pain Audit Checklists and Pain Data Tracking Tool in the QI section of the GeriatricPain website. There are three separate Checklists that can be completed. While the Checklists themselves can be done at the same time, not all of these processes should be started as a QI project at the same time. It is best to review the Checklists and establish priorities for your facility. This might be done by conducting a brain-storming session to identify the most prevalent problems with pain management in your facility.

Directions

- The Checklists are designed for completion by a director of nursing (DON), DON designee, or other team leader who knows the facility.
- The person completing the Checklist should consult with appropriate staff and older adult's medical records to ensure the most accurate information.

Use these Checklists as the starting point for a quality/performance improvement project. They can be used along with the Recommended Pain QI Questions, the Pain Audit Checklists, the Random Sampling Strategy, the Pain Data Tracking Tool, the Steps to QI Worksheets and the Advancing Excellence: Improving Pain Management Implementation Guide

Included

Checklists on the following pain-related topics are included:

- Assessment upon Admission/Readmission/Change of Condition
- Care Plan that includes Older adult/Family Goals for Pain
- Pain Treatment and Monitoring
- Pain Reassessment
- Pain management

This material was adapted from work developed by the QIO program from CMS' NHQI and is intended as general information. Any individual using the material must consider the possibility of human error, changes in medical sciences, and the need to use clinical judgment in each specific case.

Checklist for Pain Assessment

Does your facility have a policy and procedure that requires a comprehensive pain assessment within 24 hours of admission and/or readmission?

_____ **No.** If no, a policy and procedure should be put in place along with appropriate education prior to initiating a pain quality improvement program (see last checklist).

_____ **Yes.** Please continue on below.

Does your facility use a standard comprehensive assessment (**Cognitively Intact; Cognitively Impaired**) for pain for older adults who are found to have pain upon admission and readmission?

(A comprehensive assessment for pain is done upon admission, also when someone develops new symptoms of pain or worsening pain that warrants a thorough assessment for this new complaint.)

_____ **No.** If no, this is an area for improvement. Use the following checklist to guide your team in developing an appropriate form. Alternatively, there are examples of evidence based forms available on the GeriatricPain web-site.

_____ **Yes.** Please continue to the questions below to assess the comprehensiveness of your form.

Does your comprehensive pain assessment include all of the elements below?

	Yes	No	Person Responsible	Comment
1. Does it include the older adult and/or family's pain control goals?				
2. Pain related diagnoses of the older adult?				
3. Current pain history to include: a. Pain intensity b. Location of the pain				
4. Cognitive Status?				
5. Pain History including the following elements?				
a. Type of the pain				
b. Onset of pain				
c. Location of the pain				
d. Frequency of pain				
e. Intensity/severity of the pain using an accepted pain scale				
f. Delete row				
g. Description of pain				
h. Pattern of pain				
i. Aggravating factors (what makes it worse)				
j. Alleviating factors (what makes it better)				
k. Effects of the pain on the older adult's life (sleep, appetite, physical activity, emotions, mood, nausea)				
l. Response to current treatment				
m. Plan for addressing pain				

Checklist: Developing Pain Care Plans

Does your facility have a process for developing and implementing a care plan for pain for older adults who have been found to have pain?

_____ **No.** If no, this is an area for improvement. Use this checklist and the Steps to QI Worksheets to guide your team in implementing a process for developing a care plan for pain.

_____ **This is an area we are working on.** Our target date for implementing a process for developing a care plan for pain is: _____. If needed, use the Steps to QI Worksheets to guide your improvement process.

_____ **Yes.** Please continue to the questions below.

Does the plan of care for pain address all the areas below?

	Yes	No
1. Does the care plan for pain include a pain control goal as defined by the older adult/caregiver/family member?		
2. Does the care plan include education of the older adult and family related to these areas of pain management: a. Goal of therapy b. Side effects (e.g., drowsiness) c. Constipation d. Overall treatment plan		
3. For older adults with daily pain, does the plan provide for medication on a regular schedule (e.g., around the clock), not just PRN?		
4. Does the plan provide for medication use by mouth if at all possible?		
5. Does the plan provide for using non-pharmacological approaches to pain management (e.g., massage, music, aromatherapy, ice or heat, etc.)?		
6. Does the plan provide for keeping the older adult as mobile as possible?		
7. Does the plan address positioning and proper movement to minimize the older adult's pain?		
8. Does the plan provide for a regular reassessment (e.g., monitoring) of older adults' response to pain medications?		
9. Does the plan outline when the monitoring reassessment of older adult's pain will be completed?		

If any of the above elements in your process for care planning for pain are missing, choose *one* element to focus your quality improvement effort first.

If none of the above elements are missing from your facility's process for care, please continue to another checklist.

Checklist for Treatment and Monitoring of Pain

For older adults who are being treated for pain, does your facility have a process for monitoring pain on a regular basis?

_____ **No.** If no, this is an area for improvement. Use this checklist and the Steps to QI Worksheets to guide your team in implementing a process for monitoring pain.

_____ **This is an area we are working on.** Our target date for implementing a process for monitoring pain is: _____. If needed, use the Steps to QI Worksheets to guide your improvement process.

_____ **Yes.** Please continue to the questions below.

Does your facility's process for monitoring pain include these components?

	Yes	No	Person Responsible	Comment
1. Do you ask older adults to rate their pain using a valid pain scale?				
2. Does your facility use an appropriate pain scale to monitor for pain on a daily basis for those with cognitive impairment?				
3. Do you use nonverbal cues to monitor for pain?				
4. Do your older adults have their mild pain treated appropriately?				
5. Do your older adults have their moderate to severe pain treated appropriately?				
6. Do you assess for side effects of the pain treatments?				
7. Do you document side effects in the older adult's medical record if they have them?				
8. Do you track the results of your monitoring in the older adult's medical record?				
9. Do you have a policy and procedure for measuring older adult satisfaction with pain management?				
10. Do you have a policy and procedure for measuring family satisfaction with the older adult's pain management?				
11. Do you have a CQI or QA committee that routinely audits pain management process?				

If any of the above elements in your process for treatment and monitoring pain are missing, choose *one* element to focus your quality improvement effort first.

If none of the above elements are missing from your facility's process for care please continue to another checklist.

Checklist: Reassessing Pain

Does your facility have a process for reassessing an older adult's pain to determine if the older adult's care plan is effective or needs revision?

_____ **No.** If no, this is an area for improvement. Use this checklist and the Steps to QI Worksheets to guide your team in implementing a process for reassessing pain.

_____ **This is an area we are working on.** Our target date for implementing a process for reassessing pain is _____. If needed, use the Steps to QI Worksheets to guide your improvement process.

_____ **Yes.** Please continue to the questions below.

Does your facility's process for reassessing an older adult's pain address all the areas below?

	Yes	No	Person Responsible	Comment
1. Does your facility have a policy and procedure defining when a comprehensive reassessment of pain will be completed? <i>(A complete reassessment should be performed for any persistent or worsening pain.)</i>				
2. Does the reassessment include all the components in the comprehensive assessment?				
3. Does your staff follow the policy and procedure for reassessing pain when the older adult is complaining of persistent or worsening pain?				
4. Is the older adult reassessed for pain at regular intervals after being assessed initially as having pain?				
5. Do you reassess older adults who are taking increasing doses of PRN medication (including those who are also on regularly scheduled medications for pain)?				

If any of the above elements in your process for pain reassessment are missing, choose *one* element to focus your quality improvement effort first.

If none of the above elements are missing from your facility's process for care, please continue to another checklist.

Checklist: Assessing Pain Management Policies

Does your facility have a policy for pain assessment and management?

_____ **No.** If no, this is an area for improvement. Use this checklist and current accepted clinical guidelines to create your facility's policy.

_____ **This is an area we are working on.** Our target date for revising our policy is: _____ . If needed, use this checklist, current accepted clinical guidelines and the Step to QI Worksheets to guide your revision and implementation of your facility's policy.

_____ **Yes.** Please continue to the questions below.

Does your facility's policy for pain assessment and management include the following components?

	Yes	No	Person Responsible	Comment
1. Does the facility policy include a statement regarding your facility's commitment to pain management?				
2. Does the facility's policy include screening, assessment, monitoring older adult pain?				
3. Does your facility's policy include the goals of the pain assessment and management program such as: a. Prompt assessment & diagnosis of pain b. Specification of appropriate pain scale tools for both cognitively intact and cognitively impaired older adults c. Steps to be taken in order to monitor treatment effectiveness d. Pain treatment techniques based on clinically-accepted guidelines e. Improving the older adult's well being by increasing comfort, reducing depression and anxiety f. Optimize older adult's ability to perform ADLs and participate in activities g. Monitoring for side effects related to the use of pain medication (i.e. constipation, nausea, sedation, respiratory depression)				
4. Does facility policy address who, how and when pain management effectiveness should be monitored and evaluated?				
5. Does your facility's policy address a protocol for ongoing monitoring of pain?				
6. Does your facility's policy address a protocol for communication of reporting of pain to the designated MDS personnel to ensure correct coding?				

If any of the above elements in your policy for pain screening and management are missing, choose *one* element to focus your quality improvement effort on first.

If none of the above elements are missing from your facility's process for care, please continue to another checklist.

Checklist: Assessing Staff Education and Training

Does your facility have initial and ongoing education on pain assessment and management for both nursing and non-nursing staff?

_____ **No.** If no, this is an area for improvement. Use this checklist to improve your processes and or staff education on pain assessment and management.

_____ **This is an area we are working on.** Our target date for implementing an education program on pain assessment and management is: _____. If needed, use this checklist, current accepted clinical guidelines to guide your facility's education program.

_____ **Yes.** Please continue to the questions below.

Does your facility's education program for pain management include the following components?

	Yes	No	Person Responsible	Comments
1. Are all new staff oriented in pain screening, assessment and management?				
2. Are current staff provided with ongoing education on pain management?				
3. Does education staff provide discipline-specific education for pain assessment and management (ex. Activities, Dietary, Rehab, Social Services, etc.)?				
4. Is there a designated clinical "expert" available to answer questions from all staff about pain assessment and management?				
5. Does education take into consideration the personal, ethnic, cultural and religious beliefs surrounding pain management?				
6. Is the education provided at the appropriate level for the learner (i.e. CNA vs. RN)?				
7. Does the education include staff training on documentation methods related to pain (i.e. location, duration, intensity, frequency, aggravating/alleviating factors, pain scales)?				
8. Does the facility's education program include older adult education on pain management?				
9. Does the facility's education program include family education on pain management?				

If any of the preceding elements in your facility's education and training program for pain assessment and management are missing, choose *one* element to focus your quality improvement effort on first.

If none of the above elements are missing from your facility's process for care, please continue to another checklist.