Full information on policies and procedures can be found in Regulation 9 of the Independent Health Care (Wales) Regulations 2011.

All policies and procedures must be reviewed regularly in line with the Regulations and be available in the establishment.

*Replace guidance text below with policy title and delete where a policy isn’t applicable. This is a guide only, the information can be presented in any way. Some policies and procedures may satisfy more than one of the headings below. [Please delete this paragraph before submitting as part of your application].*

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| **INDEX OF POLICIES AND PROCEDURES** |
| **Policy title** | **Date created** | **Date reviewed** |
| [Arrangements for admission and discharge of patients] |  |  |
| [Assessment, diagnosis and treatment of patients] |  |  |
| [Quality and suitability of facilities and equipment, including maintenance] |  |  |
| [Risk assessment of the operation of the service to all involved] |  |  |
| [Records management] |  |  |
| [Recruitment and induction] |  |  |
| [Research] |  |  |
| [Health and safety] |  |  |
| [Safe keeping of patient property/possessions] |  |  |
| [Medicines management] |  |  |
| [Infection control] |  |  |
| [Clinical audit] |  |  |
| [Practising privileges] |  |  |
| [Managing harm (to staff or patients) due to violence] |  |  |
| [Capacity to consent to treatment] |  |  |

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| **Author** |  |

**POLICY AND PROCEDURES REVIEWS**

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| Date reviewed |  |
| Reviewed by  |  |
| Detail of any changes |  |
| Date all staff notified of changes |  |

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| Date reviewed |  |
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| Detail of any changes |  |
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