



Center for Clinical Standards and Quality/Survey & Certification Group

Admin Info: 13-09-ASC

DATE: November 30, 2012

TO: State Survey Agency Directors

FROM: Director
Survey and Certification Group

SUBJECT: Ambulatory Surgery Centers (ASC) Basic Surveyor Course

Memorandum Summary

The **ASC Basic Surveyor Training Course** is now available online!

- **State Training Coordinators may register learners for this course in TotalLMS:**
<https://cms82.sumtotalsystems.com>.
- The TotalLMS course code is: 0CMSASC_ONL.

Introduction

For the past several years, the **ASC Basic Surveyor Training Course** has been offered as a face-to-face training. We are pleased to announce that an online version of the ASC Basic Surveyor Training course is also now available. Learners may take either the face-to-face or online version.

Audience

This mandatory course is required for all State Agency and Regional Office ASC surveyors and reviewers who currently conduct or review ASC surveys. *Learners who have recently completed the ASC Basic Surveyor Training face-to-face offering are not required to take the online version of this course; they may take the online course as a refresher course as needed.*

Course Goal

The goal of this course is to provide ASC surveyors and reviewers with the basic knowledge and skills needed to survey an ASC in accordance with CMS regulations and requirements.

Course Components

The ASC online course consists of a pre-test, five learning modules, and a post-test. Topics include:

- **Module 1:** What is an ASC?
- **Module 2:** ASC Survey Process
- **Module 3:** ASC Conditions for Coverage
- **Module 4:** Infection Control
- **Module 5:** ASC Survey Activity

Learning Objectives

At the end of each learning module, the learner will be able to:

- Module 1: Define “ASC” in the context of the CMS regulations.
- Module 2: Identify tasks in the survey process, tools used to conduct a survey, and roles of the members of the survey team.
- Module 3: Identify the ASC regulations and discuss the interpretive guidelines of said regulations. Throughout the lessons, scenarios illustrate the Conditions for Coverage for the surveyor.
- Module 4: Describe regulations governing infection control in an ASC and evaluate practices for infection control in an ASC.
- Module 5: Apply regulations and tasks in the survey process, including a case tracer and the infection control worksheet, to a detailed scenario.

Field Survey Observations

This course is the first part of the learning process for ASC surveyors to gain proficiency. After reviewing the ASC online course and successfully passing the post-test, we recommend that ASC course students who are new to conducting or reviewing ASC surveys accompany a preceptor to observe and participate in an ASC survey(s) before surveying independently.

Estimated Course Completion Time

This course has an estimated seat time of 24 to 32 hours.

Course Enrollment

State Training Coordinators may register learners for this course in TotalLMS:

<https://cms82.sumtotalsystems.com>.

After being enrolled in the LMS, the CMS Central Office Training Coordinator will send an e-mail to learners providing them with their username, password, and instructions to login to the online course.

If you have any questions/concerns regarding registration for this course, please feel free to contact the ASC online course Training Coordinator, Jessica Heckman via email at

jessica.heckman@cms.hhs.gov.

/s/

Thomas E. Hamilton

cc: Survey and Certification Regional Office Management