

# AAAASF ACCREDITATION APPLICATION

DATE: \_\_\_\_\_ Check the appropriate class: A B C-M C REGULAR MEDICARE

ANNUAL FEE: \$ \_\_\_\_\_ plus INSPECTION FEE(S): \_\_\_\_\_

TOTAL AMOUNT ENCLOSED: \$ \_\_\_\_\_ CHECK CREDIT CARD (see below)

Upon receipt of your application and payment, the AAAASF Office will mail a General Information Packet (G.I.P)\* that includes: (1) Standards and Checklist Booklet, (1) Medicare Standards and Checklist Booklet and (1) Resource Guide CD (for additional reference material) to be used throughout the accreditation process.

Please type or print and submit payment (include credit card # or enclose check) for the appropriate amount.

**MAIL TO: AAAASF Office - P.O. Box 9500 Gurnee, IL 60031 - OR FAX (if paying by credit card): (847)775-1985**

Facility's ABMS Specialties: \_\_\_\_\_

Facility Director: \_\_\_\_\_ State License#: \_\_\_\_\_  
*(The Facility Director must have an M.D. or D.O. degree)*

Facility Name: \_\_\_\_\_

Street Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Telephone #: \_\_\_\_\_ Fax #: \_\_\_\_\_

Email Address: \_\_\_\_\_

Your Web Site (if any): www. \_\_\_\_\_

Operating Room Supervisor/Head Nurse: \_\_\_\_\_

Please list additional medical specialist information.

Specialist's Name	Medical Specialty	State License#

*Please include additional specialists on a separate sheet if needed.*

PAYMENT BY CREDIT CARD - Check type of credit card: Visa MasterCard American Express

NAME ON CARD: \_\_\_\_\_

CARD#: \_\_\_\_\_ CODE#: \_\_\_\_\_

EXPIRATION DATE: \_\_\_\_\_ SIGNATURE: \_\_\_\_\_

FEE & REFUND POLICY: The first year accreditation fee plus initial inspection fee is due with each accreditation application. If the accreditation process is not completed within one year, a new application and appropriate fee is required. AAAASF will refund only 50% of fee submitted after application has been processed.  
\*The General Information Packet (G.I.P.) cannot be returned for a refund



*The Gold Standard*

**The American Association for Accreditation of Ambulatory Surgery Facilities, Inc. (AAAASF)** conducts an accreditation program that certifies that an accredited facility meets nationally recognized standards. The accreditation program is conducted by physicians, podiatrists and oral and maxillofacial surgeons who determine the standards under the direction of a Board of Directors. The AAAASF strives for the highest standards of excellence for its facilities by regularly revising and updating its requirements for patient safety and quality of care.

**Basic Mandates**

- Surgical procedures should be of a duration and degree to permit safe recovery and discharge from the facility.
- Patients receiving anesthetic agents other than topical or local anesthesia should be supervised in the immediate post discharge period by a responsible adult for at least 12-24 hours, depending on the operation and anesthesia used.
- Changes in facility ownership must be reported to the AAAASF Office within thirty (30) days.
- Any death occurring in an accredited facility, or any death occurring within thirty (30) days of a surgical procedure performed in an accredited facility, must be reported to the AAAASF office within five (5) business days after the facility is notified or otherwise becomes aware of that death. In addition to this notification, the death must also be reported as an unanticipated operative sequelae in the biannual Peer Review report. In the event of a death occurring within thirty (30) days of an operation done in an AAAASF accredited facility, an unannounced inspection will be done by a senior inspector.
- All individuals using the facility must meet one of the following criteria:
  1. A Doctor of Medicine certified or eligible for certification by one of the member boards of the American Board of Medical Specialties (ABMS medical or surgical specialty).
  2. A Doctor of Osteopathy certified or eligible for certification by the American Osteopathic Association Bureau of Osteopathic Specialists (AOABS).
  3. A podiatrist certified or eligible for certification by the American Board of Podiatric Surgery (ABPS).
  4. An oral and maxillofacial surgeon certified or eligible for certification by the American Board of Oral and Maxillofacial Surgery (ABOMS).
- Every physician, podiatrist, and oral and maxillofacial surgeon operating in an AAAASF accredited facility, must hold, or must demonstrate that they have held, unrestricted hospital privileges in their specialty at an accredited and/or licensed acute care hospital within thirty (30) minutes of the accredited facility for all operations that they perform within the facility. Only surgical procedures included in those hospital privileges may be performed within the AAAASF accredited facility. A physician must be present when anesthesia other than strictly local is being administered in Class B, Class C-M, and C accredited facilities.

ANNUAL FEES FOR REGULAR ACCREDITATION			
		CLASS	
SPECIALISTS	# OF SPECIALTIES	A	B, C-M, C
1-2	1-2	\$750	\$1105
3-5	1-2	\$1045	\$1545
3-5	3 or more	\$1325	\$1820
6-9	1-2	\$3390	\$4100
6-9	3 or more	\$3655	\$4360
10	1-2	\$4785	\$6045
10	3 or more	\$5045	\$6885

ANNUAL FEES FOR MEDICARE CERTIFICATION		
		CLASS
SPECIALISTS	# OF SPECIALTIES	B,C
1-2	1-2	\$1655
3-5	1-2	\$2095
3-5	3 or more	\$2370
6-9	1-2	\$4625
6-9	3 or more	\$4885
10	1-2	\$6570
10	3 or more	\$7410

*Inspection Fees: \$500 for \*New Facility (\*New Facility refers to a brand new location where no cases have been performed, this inspection is required in Florida, California and New York for all facilities that currently do not hold state licensure or other accreditation at the time of application.), as well as \$950 for regular or \$1400 for Medicare inspections in addition to the annual fee schedule.*

## Definitions of Facility Classes

### **Class A:**

In a Class A Facility, all surgical, endoscopic and/or pain management procedures may be performed under the following anesthesia:

1. topical anesthesia
2. local anesthesia

*Class A facilities must meet all Class A standards.*

### **Class B:**

In a Class B facility, all surgical, endoscopic and/or pain management procedures may be performed under the following anesthesia:

1. topical anesthesia
2. local anesthesia
3. parenteral sedation
4. regional anesthesia
5. dissociative drugs (excluding propofol)

Agents 3 thru 5 may be administered by a physician; a Certified Registered Nurse Anesthetist (CRNA) under physician supervision if required by state or federal law, or by policy adopted by the facility; an anesthesia assistant (as certified by the National Commission for the Certification of Anesthesiologist Assistants under direct supervision of an anesthesiologist); or by a registered nurse under the supervision of a qualified physician.

The use of propofol, endotracheal intubation anesthesia, laryngeal mask airway anesthesia, and/or inhalation general anesthesia (including nitrous oxide) is prohibited in a Class B facility.

*Class B facilities must meet all Class A and Class B standards.*

### **Class C-M:**

In a Class C-M facility, all surgical, endoscopic and/or pain management procedures may be performed under the following anesthesia:

1. topical anesthesia
2. local anesthesia
3. parenteral sedation
4. regional anesthesia
5. dissociative drugs including propofol
6. spinal anesthesia
7. epidural anesthesia

Agents 3 thru 4 may be administered by either a physician; a Certified Registered Nurse Anesthetist (CRNA) under physician supervision if required by state or federal law, or by policy adopted by the facility; or an anesthesia assistant (as certified by the National Commission for the Certification of Anesthesiologist Assistants under direct supervision of an anesthesiologist). Propofol, spinal anesthesia and epidural anesthesia may be administered only by a CRNA or an anesthesiologist.

The use of endotracheal intubation anesthesia, laryngeal mask airway anesthesia, and/or inhalation general anesthesia (including nitrous oxide) is prohibited in a Class C-M facility.

*Class C-M facilities must meet all Class A, Class B, and Class C-M standards.*

### **Class C:**

In a Class C facility all surgical, endoscopic, and/or pain management procedures may be performed under the following anesthesia:

1. topical anesthesia
2. local anesthesia
3. parenteral sedation
4. regional anesthesia
5. dissociative drugs, including propofol
6. epidural anesthesia
7. spinal anesthesia
8. general anesthesia  
with or without endotracheal intubation or laryngeal mask airway anesthesia

Propofol and agents 6 through 8 may be administered only by an anesthesiologist, a Certified Registered Nurse Anesthetist (CRNA) under physician supervision if required by state or federal law or by policy adopted by the facility; or an anesthesia assistant (as certified by the National Commission for the Certification of Anesthesiologist Assistants under direct supervision of an anesthesiologist).

*Class C facilities must meet all Class A, Class B, Class C-M, and Class C standards.*