Manual M-6, DM&S Program Evaluation

(Veterans Administration, Department of Medicine and Surgery Manual)

Part II, Evaluation Criteria

Chapter 8, Social Work Service
(Paragraphs 8.01 through 8.09)
Revises Chapter 8 dated November 14, 1960

This document includes:
Title page and p. ii for M-6, Part II, dated **November 14, 1960**
Rescissions page for M-6, Part II, dated **December 1, 1969**
Contents pages for M-6, Part II, dated **December 1, 1969**

Text for Chapter 8, Paragraphs 8.01 through 8.08,
dated **November 14, 1960**
Text for Chapter 8, Paragraph 8.09,
annotated to reflect Change 13, dated **October 24, 1966**

Transmittal sheets located at the end of the document:
Change 13, dated **October 24, 1966**

Reference slip dated November 11, 1977 regarding all of M-6, Part II

PART II

M-6

VETERANS ADMINISTRATION

DEPARTMENT OF MEDICINE AND SURGERY MANUAL

DM&S PROGRAM EVALUATION

PART TWO

EVALUATION CRITERIA

WASHINGTON 25, D.C. NOVEMBER 14, 1960

Department of Medicine and Surgery
Veterans Administration
Washington 25, D.C.

November 14, 1960

Part II, "Evaluation Criteria," VA Department of Medicine and Surgery Manual M-6, "DM&S Program Evaluation," is published for the compliance of all concerned.

WILLIAM S. MIDDLETON, M.D.
Chief Medical Director

Distribution:

CO: Same as M-6, Part I.
Field: HP: 5; CNR, CND: 6; AMO: 8 each.
RO w/Outpatient Clinics, VAOC, VAD, SD: 3 each.

RESCISSIONS

The following material is rescinded:

1. COMPLETE RESCISSIONS

   a. Manuals

      Change 9, dated December 14, 1962, to M-6, part II

CONTENTS

PARAGRAPH		PAGE
	CHAPTER 1. INTRODUCTION	
1.01	Principles and Philosophy	1-1
1.02	Purpose	1-1
1.03	Considerations in Use of Evaluation Criteria	1-2
1.04	Evaluation of Quality	1-2
1.05	Evaluation of Utilization of Manpower, Material, Funds, and Other Resources	1-2
1.06	Sources of Reference for Program Data	1-3
1.07	Use of Evaluation Criteria by Field Station Personnel	1-3
1.08	Conclusion	1-3
	CHAPTER 2. CHAPLAINS	
2.01	General	2-1
2.02	Major Elements for Consideration	2-1
2.03	Criteria for Evaluation	2-1
2.04	Individual Pastoral Ministry	2-1
2.05	Regularly Scheduled Services of Workship	2-2
2.06	Integration Into Total Care and Treatment Program	2-2
2.07	Facilities and Equipment	2-2
2.08	Staffing	2-3
2.09	Relationship With the Community	2-3
2.10	Management Support	2-3
	CHAPTER 3. DIETETIC SERVICE	
3.01	General	3-1
3.02	Major Elements for Consideration	3-1
3.03	Criteria for Evaluation	3-1
3.04	Planning	3-1
3.05	Patient Treatment and Education	3-2
3.06	Nutritional and Cost Accounting	3-3
3.07	Food Service	3-3
3.08	Sanitation and Safety	3-5
3.09	Manpower Utilization	3-6
3.10	Education and Training	3-6
3.11	Internal and External Relations	3-8
	CHAPTER 4. NURSING SERVICE	
4.01	General	4-1
4.02	Major Elements for Consideration	4-1
4.03	Criteria for Evaluation	4-1
4.04	Organization and Administration of Nursing Service	4-1
4.05	Nursing Services to Patients	4-2
4.06	Staff Development	4-3
4.07	Extra VA Contributions to Professional Nursing	4-3
4.08	Systematic Review and Appraisal	4-4
4.09	Nursing Service "Climate"	4-4
	CHAPTER 5. PHARMACY SERVICE	
5.01	General	5-1
5.02	Major Elements for Consideration	5-1
5.03	Criteria for Evaluation	5-1
5.04	Professional Service	5-1
5.05	Physical Facilities	5-2
5.06	Pharmacy Personnel	5-2

CONTENTS--Continued

PARAGRAPH		PAGE
	CHAPTER 5. PHARMACY SERVICE--Continued	
5.07	Dispensing Practices	5-2
5.08	Bulk Compounding	5-4
5.09	Stock Control	5-4
5.10	Ward and Clinic Drugs	5-5
5.11	Budget	5-5
5.12	Committee on Therapeutic Agents	5-5
5.13	Investigational Drugs	5-6
5.14	Related Professional Functions	5-6
5.15	Hometown Pharmacy Program (Outpatient)	5-6
5.16	Miscellaneous	5-7
	CHAPTER 6. PROSTHETIC AND SENSORY AIDS ACTIVITIES	
6.01	General	6-1
6.02	Major Elements for Consideration	6-1
6.03	Criteria for Evaluation	6-1
	CHAPTER 7. RADIOLOGY SERVICE	
7.01	General	7-1
7.02	Major Elements for Consideration	7-1
7.03	Criteria for Evaluation	7-1
7.04	Professional Staff	7-1
7.05	Technical Staff	7-2
7.06	Clerical Staff	7-2
7.07	Physical Plant	7-3
7.08	Equipment and Supplies	7-3
7.09	Records and Reports	7-3
7.10	Conferences	7-3
7.11	Manner of Performance	7-4
7.12	Radiation Hazards	7-4
	CHAPTER 8. SOCIAL WORK SERVICE	
8.01	General	8-1
8.02	Major Elements for Consideration	8-1
8.03	Criteria for Evaluation	8-1
8.04	Overall Program Adequacy	8-1
8.05	Leadership	8-2
8.06	Quality of Social Work Practice	8-2
8.07	Staffing	8-3
8.08	Space, Equipment and Travel	8-4
8.09	Reports and Records	8-4
	CHAPTER 9. BUILDING MANAGEMENT DIVISION	
9.01	General	9-1
9.02	Major Elements for Consideration	9-1
9.03	Criteria for Evaluation	9-1
9.04	General Appearance and Cleanliness	9-1
9.05	Program Management and Direction	9-2
9.06	Environmental Sanitation Effectiveness	9-3
9.07	Laundry Operation	9-4
9.08	Linen Service and Employee Uniforms	9-4
9.09	Interior Decoration	9-6
9.10	Nonhousekeeping Quarters Operation	9-7
9.11	Staff Assistance to Management	9-7

CONTENTS--Continued

PARAGRAPH		PAGE
	CHAPTER 10. DOMICILIARY SERVICES	
10.01	General	10-1
10.02	Major Elements for Consideration	10-1
10.03	Physical Facilities	10-1
10.04	Supportive Facilities	10-2
10.05	Organization and Staffing	10-2
10.06	Management and Direction	10-3
10.07	Congregate Living	10-3
10.08	Activity Planning Board	10-3
10.09	Member Employees	10-4
10.10	General Operation	10-4
10.11	Payment of Federal Aid	10-4
	CHAPTER 11. DENTAL SERVICE	
11.01	General	11-1
11.02	Major Elements for Consideration	11-1
11.03	Criteria for Evaluation	11-1
11.04	Chief of Service	11-1
11.05	Other Dental Staff	11-2
11.06	Physical Facilities, Equipment, Supplies	11-2
11.07	Quality of Patient Care	11-3
11.08	Research Contributions to Patient Care	11-3
11.09	Educational Program	11-3
11.10	Quality of Administration	11-4
	CHAPTER 12. PSYCHIATRY AND NEUROLOGY	
	Section I. General	
12.01	Introduction	12-1
	Section II. Psychiatry (Inpatient)	
12.02	Major Elements for Consideration	12-1
12.03	Patient Statistics	12-1
12.04	Quality of Patient Care	12-2
12.05	Administrative Support	12-4
12.06	Supporting Professional Programs	12-4
12.07	Residency Training Program	12-4
	Section IIIA. Psychiatry (Outpatient)--Mental Hygiene Clinics	
12.08	Major Elements for Consideration	12-5
12.09	Patient Statistics	12-5
12.10	Staff	12-6
12.11	Functional Evaluation	12-6
12.12	Program	12-6
12.13	Physical Facilities, Equipment, Supplies	12-7
	Section IIIB. Psychiatry (Outpatient)--NP Examination Service	
12.14	Major Elements for Consideration	12-7
12.15	Workload Statistics	12-7
12.16	Staff	12-7
12.17	Functional Evaluation	12-7
12.18	Quality of Patient Care	12-8
12.19	Program Support	12-8

CONTENTS--Continued

PARAGRAPH PAGE

CHAPTER 12. PSYCHIATRY AND NEUROLOGY--Continued

Section IV. Neurology (Inpatient)

12.20 Major Elements for Consideration - 12-9
12.21 Patient Statistics - 12-9
12.22 Patient Characteristics - 12-9
12.23 Physical Facilities - 12-9
12.24 Professional Staff - 12-10
12.25 Patient Care - 12-11
12.26 Relationship With Other Services - 12-11
12.27 Professional Procedures - 12-12
12.28 Meetings and Conferences - 12-13
12.29 Equipment and Supplies - 12-13
12.30 Residency Training Program - 12-13

CHAPTER 13. PSYCHOLOGY (CLINICAL, COUNSELING, SOCIAL, PHYSIOLOGICAL)

13.01 General - 13-1
13.02 Major Elements for Consideration - 13-1
13.03 Evaluation Criteria - 13-2
13.04 Assessment and Evaluation - 13-2
13.05 Behavior Modification - 13-3
13.06 Placement - 13-4
13.07 Followup - 13-4
13.08 Consultation - 13-5
13.09 Training - 13-5
13.10 Research - 13-6
13.11 Community Relations - 13-7
13.12 Administration - 13-8
13.13 Principal Staff Psychologist (Chief) - - - - - - - - - - - - - - - - - - 13-8
13.14 Other Staff Psychologists - 13-9
13.15 Staffing, Physical Facilities, Equipment, Supplies - - - - - - - - - - - 13-9

CHAPTER 14. (Deleted by change 6.)

CHAPTER 15. PHYSICAL MEDICINE AND REHABILITATION SERVICE

Section I. General

15.01 Introduction - 15-1

Section II. PM&R Therapy Sections and Bed Service

15.02 Major Elements for Consideration - 15-1
15.03 Evaluation Criteria - 15-1
15.04 (Deleted by change 13.)
15.05 Staff and Staffing - 15-2
15.06 Program Effectiveness and Efficiency - - - - - - - - - - - - - - - - - - 15-2
15.07 Rehabilitation End Results - 15-3
15.08 Space, Equipment, Supplies - 15-3
15.09 Training and Professional Growth - 15-4
15.10 Contributions to Field of PM&R - 15-4

CONTENTS--Continued

PARAGRAPH PAGE

CHAPTER 15. PHYSICAL MEDICINE AND REHABILITATION SERVICE--Continued

Section III. Industrial Therapy

15.11 Major Elements for Consideration - 15-4
15.12 Organization and Supervision - 15-4
15.13 Program and Performance - 15-4

Section IV. Member-Employee Program

15.14 Major Elements for Consideration - 15-5
15.15 Organization and Supervision - 15-5
15.16 Program and Performance - 15-5

Section V. Blind Rehabilitation

15.17 Major Elements for Consideration - 15-5
15.18 Statistics and Organization - 15-5
15.19 Space and Equipment - 15-6
15.20 Program - 15-6

Section VI. (Deleted by change 17.)

15.21 through 15.25 (Deleted by change 17.)

Section VII. Recreation

15.26 Major Elements for Consideration - 15-8
15.27 Acceptance- 15-8
15.28 Objectives - 15-8
15.29 Program Performance and Effectiveness- - - - - - - - - - - - - - - - - - 15-9

CHAPTER 16. REGISTRAR AND MEDICAL ADMINISTRATIVE PROGRAMS

16.01 General - 16-1
16.02 Major Elements for Consideration - 16-1
16.03 Criteria for Evaluation - 16-1
16.04 Staff Assistance to Management- 16-1
16.05 Program Management - 16-2
16.06 Service to and Coordination With Professional Services - - - - - - - - - 16-3
16.07 Patient Administration - 16-4
16.08 Medical Records and Reports - 16-7
16.09 Administrative Services- 16-9
16.10 Program Evaluation - 16-12
16.11 Physical Facilities and Equipment - 16-12

CHAPTER 17. VOLUNTARY SERVICE

17.01 General - 17-1
17.02 Major Elements for Consideration - 17-1
17.03 Criteria for Evaluation - 17-1
17.04 Understanding of the Program - 17-1
17.05 Support of the Program - 17-2
17.06 Mechanics of the Operation of the Program - - - - - - - - - - - - - - - - 17-3

CONTENTS--Continued

PARAGRAPH		PAGE
	CHAPTER 18. LIBRARY	
18.01	General	18-1
18.02	Major Elements for Consideration	18-1
18.03	Criteria for Evaluation	18-1
18.04	Program Planning	18-1
18.05	Book Collection	18-2
18.06	Funds	18-2
18.07	Service	18-3
18.08	Facilities and Equipment	18-3
18.09	Staffing	18-3
18.10	Publicity and Intrahospital Relations	18-4
18.11	Procurement and Cataloging	18-4
	CHAPTER 19. SPINAL CORD INJURY PROGRAM	
19.01	Introduction	19-1
19.02	Major Elements for Consideration	19-1
19.03	Criteria for Evaluation	19-1
19.04	Statistical Data	19-1
19.05	Staff	19-2
19.06	Training	19-4
19.07	Patient Therapy	19-4
19.08	Physical Facilities	19-6
	CHAPTER 20. ENGINEERING DIVISION	
20.01	Introduction	20-1
20.02	Major Elements for Consideration	20-1
20.03	Criteria for Evaluation	20-1
20.04	Management and Administration	20-1
20.05	Preventive Maintenance Program	20-4
20.06	Physical Condition and Appearance of Plant and Equipment	20-4
20.07	Physical Condition and Appearance of Roads, Walks and Grounds	20-5
20.08	Safety, Fire Protection and Civil Defense Programs	20-5
20.09	(Deleted by change 9.)	
20.10	Automotive Vehicle Operations	20-6
20.11	Boiler Plant Operations	20-6
20.12	Electrical Distribution Systems	20-7
20.13	Water Supply	20-7
20.14	Sewage and Waste Disposal	20-7
20.15	Personnel Quarters	20-8
	CHAPTER 21. LABORATORY SERVICE	
21.01	General	21-1
21.02	Major Elements for Consideration	21-1
21.03	Criteria for Evaluation	21-1
21.04	Staff and Staffing	21-1
21.05	Workload	21-3
21.06	Equipment, Space, Supplies	21-3
21.07	Laboratory Procedures	21-3
21.08	Reference Laboratories and Evaluation Studies	21-5
21.09	Blood Bank	21-5
21.10	Animal Housing	21-5
21.11	Morgue	21-6

CONTENTS--Continued

PARAGRAPH		PAGE
	CHAPTER 22. FISCAL PROGRAM	
22.01	General	22-1
22.02	Major Elements for Consideration	22-1
22.03	Criteria for Evaluation	22-1
22.04	Budget	22-1
22.05	Accounting	22-2
22.06	Fiscal Division Program Management	22-2
22.07	Staff Support	22-2
	CHAPTER 23. SUPPLY PROGRAM	
23.01	General	23-1
23.02	Major Elements for Consideration	23-1
23.03	Criteria for Evaluation	23-1
23.04	Organization and Administration	23-1
23.05	Purchasing and Contracting	23-2
23.06	Inventory and Supply Fund Management	23-3
23.07	Storage and Distribution	23-5
23.08	Materiel Quality Control	23-6
	CHAPTER 24. SURGICAL SERVICE	
24.01	General	24-1
24.02	Major Elements for Consideration	24-1
24.03	Criteria for Evaluation	24-1
24.04	Staff	24-1
24.05	Physical Facilities and Equipment	24-2
24.06	Quality of Patient Care	24-3
24.07	Relationships With, and Support by Other Services	24-5
24.08	Administrative Support	24-5
24.09	Residency Training and Other Teaching Programs	24-6
24.10	Quality and Scope of Research	24-7
24.11	Specialty Sections (Where Present)	24-8
	CHAPTER 25. MEDICAL SERVICE	
	Section I. General	
25.01	Introduction	25-1
25.02	Major Elements for Consideration	25-1
	Section II. Hospitals	
25.03	Patient Statistics	25-1
25.04	Station Policies	25-2
25.05	Physical Facilities, Equipment, Supplies	25-2
25.06	TB Control	25-2
25.07	Staff Adequacy and Utilization	25-3
25.08	Evaluation of Staff	25-3
25.09	Adequacy of Supporting Professional Programs	25-4
25.10	Quality of Patient Care	25-5
25.11	Residency Training and Other Teaching Programs	25-5
25.12	Quality and Scope of Research	25-6
	Section III. Outpatient Clinics	
25.13	Patient Statistics	25-6
25.14	Station Policies	25-6
25.15	Evaluation of Staff	25-7
25.16	All Other Criteria	25-7

CONTENTS--Continued

PARAGRAPH		PAGE
	CHAPTER 26. MANAGEMENT	
26.01	General	26-1
26.02	Major Elements for Consideration	26-1
26.03	Criteria for Evaluation	26-1
26.04	Orientation to Primary Mission	26-1
26.05	Planning	26-2
26.06	Organization	26-3
26.07	Control	26-3
26.08	Execution	26-6
	CHAPTER 27. PERSONNEL DIVISION	
27.01	General	27-1
	CHAPTER 28. AUDIOLOGY AND SPEECH PATHOLOGY	
28.01	General	28-1
28.02	Major Elements for Consideration	28-1
28.03	Criteria for Evaluation	28-2
28.04	Assessment and Evaluation	28-2
28.05	Management of Communication Disorders	28-3
28.06	Administration	28-4
28.07	Space and Equipment	28-4
28.08	Training	28-5
28.09	Research	28-5
28.10	Principal Audiologist--Speech Pathologist (Chief)	28-5
28.11	Other Staff Audiologists--Speech Pathologists	28-6
	CHAPTER 29. VA NURSING HOME CARE	
29.01	General	29-1
29.02	Major Elements for Consideration	29-1
29.03	Criteria for Evaluation	29-1
29.04	Administration	29-1
29.05	Span of Care	29-2
29.06	Treatment Climate	29-3
29.07	Medical Treatment	29-4
29.08	Staff Attitude	29-4
29.09	Patient-Centered Activities	29-5
29.10	Admissions	29-5

CHAPTER 8. SOCIAL WORK SERVICE

8.01 GENERAL

Clinical social work is an integral part of the VA medical program. It contributes to medical evaluation and treatment, domiciliary care, and other benefits and services administered by the VA, a skilled appraisal of the source and significance of the social, emotional and economic complications bearing on the veteran's disablement. It provides a resource which assists in resolution of the problems created by the complications, or in reducing the force of their impact upon the veteran as a sick or disabled individual.

8.02 MAJOR ELEMENTS FOR CONSIDERATION

The elements for consideration which are identified below are for use in appraising the adequacy and effectiveness of the Social Work Service, in relation to the mission of the individual station. The emphasis to be given to particular elements and the applicability of other elements which may be appropriate to any one survey rests with the professional judgment of the individual conducting the survey.

a. Overall program adequacy.

b. Leadership.

c. Quality of social work practice.

d. Staffing.

e. Space, equipment, travel.

f. Records and reports.

8.03 CRITERIA FOR EVALUATION

The application of the criteria for evaluation which are identified in the subsequent paragraphs will give greater assurance of completeness of a survey, and should result in a desirable degree of uniformity in evaluation of the social work program. Valid determinations will depend upon the specialized knowledge and professional judgment of the observer.

8.04 OVERALL PROGRAM ADEQUACY

Without regard to effectiveness of performance in any of the other areas of inquiry referred to in subsequent paragraphs, this one is the overriding element for consideration. The social work program at a station cannot be considered satisfactory when these criteria are not met.

Areas of Inquiry: It should be determined by inquiry from the Manager and the professional staff that they consider that:

a. The Social Work Service effectively supports the station mission.

b. Quality and scope of the social work program effectively serve the needs of patients and other veteran beneficiaries.

c. Social Work Service is accepted by management and the professional staff as an integral component of medical care.

d. Leadership and staff of Social Work Service are accepted as professionally and personally adequate.

8.05 LEADERSHIP

Areas of Inquiry:

a. The Chief, Social Work Service, exhibits an effective degree of professional and administrative competence. This is demonstrated by:

(1) A clear understanding of the objectives of the VA, the mission of the Department of Medicine and Surgery, and the role of Social Work Service.

(2) Participation in overall planning within the station and in the community.

(3) Participation and contribution to pertinent policy formulation and program planning and execution.

(4) Skill in directing the social work program, and management and coordination of the staff to facilitate effective performance.

(5) Sound judgment and assumption of responsibility for decisions.

(6) Satisfactory interpersonal relationships.

8.06 QUALITY OF SOCIAL WORK PRACTICE

Areas of Inquiry:

a. The social work program is effectively integrated with other related medical and administrative programs.

b. Doctors and others understand and value the role of Social Work and its contribution to patient care.

c. There is effective collaboration between the individual social workers and the doctors and other staff engaged in patient care.

d. An effective level of professional practice is evident in the casework, group methods, consultation, training and research practices and programs.

e. Specific achievements reflect progressive program development and advancement.

f. Programs for care of patients in the community are developing satisfactorily, as they pertain to:

(1) Patients' own homes.

(2) Foster homes.

(3) Boarding and special care homes.

(4) Nursing homes.

(5) "Halfway" houses.

g. There is a continuous program of staff development appropriate to the needs and mission of the service.

h. Agencywide and locally developed reports are used effectively to assess social work accomplishment and for development of qualitative and quantitative standards.

i. Social Work Service is represented in appropriate staff conferences and on appropriate station committees.

j. Relations with social and health agencies, volunteer organizations and the community in general promote the VA mission, and the welfare of the veterans it serves.

k. Members of the Social Work Service participate appropriately in professional organizations.

8.07 STAFFING

a. Professional. In evaluating the appropriateness of professional staffing, it should be determined whether:

(1) There is effective coverage of the areas of Social Work Service responsibility, which are appropriate to the mission of the station.

Areas of Inquiry:

(a) Referrals from admitting and examining physicians:

1. There is no undue delay in initiating social work appraisal or in giving early attention to the social problems of (a) eligible veterans in hospitals or outpatient clinics, (b) rejected veterans who require assistance with community planning, and (c) applicants for domiciliary care.

(b) Regular physician-social worker determinations of social work needs of patients are made, and appropriate social work action is taken, as indicated:

1. During treatment.

2. In relation to discharge.

3. In relation to aftercare.

(c) Referrals from other hospital services and divisions indicate effective coordination between Social Work Service and the other activities in accomplishing the medical evaluation and treatment goals for the patient.

(d) Appropriate and timely action is taken and satisfactory coordination is evident in hospital referrals for outpatient social work evaluations and planning, and for followup of eligible patients in their own or other homes.

(e) Social evaluations necessary for determining and administering veterans benefits are complete and timely.

(f) Appropriate and timely social work service related to medical care or VA benefits is furnished when requested by a veteran, his family, or the community.

(g) Time is available and allocated for training and research, appropriate to agency goals and the mission of the station.

(h) Social Work Service furnishes consultation to, and participates in the training programs of, other disciplines.

(2) Assignments, schedules, and workloads are commensurate with good professional practice.

Areas of Inquiry:

(a) Assignments are made with consideration for patient needs and skills of the caseworker.

(b) Social worker duties are scheduled to best serve the needs of the patient.

(c) The workload carried by individual social workers is not detrimental to the furnishing of effective service.

b. Clerical

Areas of Inquiry:

(1) Clerical staff is adequate for the needs of the service.

(2) Adequate training is provided to the clerical staff. They are delegated appropriate responsibilities, thereby permitting social workers to concentrate on professional matters.

c. Volunteer participation is appropriate and significant.

8.08 SPACE, EQUIPMENT AND TRAVEL

Areas of Inquiry:

a. Amount of space is adequate, including requirements for privacy. The location is readily accessible to patients and their families.

b. Equipment is satisfactory as to quantity, type, and condition.

c. The amount of time and money available for travel is adequate to meet patients' needs. The use of available travel time and funds reflects effective planning and control.

8.09 REPORTS AND RECORDS

Areas of Inquiry:

a. Social work recordings in medical and Social Work Service folders are clear, concise, and meaningful, and contribute to medical evaluation and treatment goals.

b. The content and method of reports to management reflect Social Work Service contributions to the station mission and the status of accomplishment of social work goals.

Chg. 13

c. Statistical and narrative reports to ~~Area Medical Office and~~ Central Office give an accurate picture of social work program status, progress and contributions. Narrative reports are clear and concise.

d. Records maintenance and disposition is in accordance with current directives.

Department of Medicine and Surgery
Veterans Administration
Washington, D.C. 20420

M-6, Part II
Change 13

October 24, 1966

Part II, "Evaluation Criteria," VA Department of Medicine and Surgery Manual M-6, "DM&S Program Evaluation," is changed as indicated below:

NOTE: In addition to minor editorial changes, updating Contents and station nomenclature; eliminating references to Area Medical Offices, where appropriate, and substituting Special Assistants for Field Operations, specific changes include:

a. Paragraph 15.24d(2). Revised to delete inpatient and CBOC program plans under Speech Pathology.

b. Paragraph 15.25b(2). Revised to include type of funding support under Research.

c. Paragraphs 22.01 through 22.06. Revised to define responsibility for review of the fiscal program in DM&S and to furnish revised criteria for use in evaluating that program.

chg 12 Page vi, "CONTENTS--Continued": Under "15.03" delete "15.04 Statistical Data - - - - 15-1".

chg 15 Page ix, "CONTENTS. . .Continued": Under "22.06" add "22.07 Staff Support- - - - 22-2"

Pages 1-1 and 1-2: Remove these pages and substitute pages 1-1 and 1-2 attached. (Par. 1.01a changed as directed by change 10; pars. 1.01f and 1.04c changed.)

Page 2-1, paragraph 2.01, lines 8 and 9: After "station; (2)" delete "Area Medical Office staff; and (3)".

Page 5-1, paragraph 5.01, lines 3 through 5: After "Pharmacy Service." delete "Referral to the provisions . . . context of patient care."

Page 8-4, paragraph 8.09c, line 1: After "reports to" delete "Area Medical Office and".

Page 12-1, paragraph 12.01c

Line 3: After "available in" delete "the Area Medical" and insert "Central".

Lines 5 and 6: After "responsible" delete "Area Medical Office staff member" and insert "Central Office program director".

Pages 15-1 and 15-2, paragraph 15.04: Delete this paragraph.

Pages 15-7 and 15-8: Remove these pages and substitute pages 15-7 and 15-8 attached. ("NOTE" under par. 15.20k changed; pars. 15.24d(2) and 15.25b(2) changed.)

Pages 17-1 and 17-2: Remove these pages and substitute pages 17-1 and 17-2 attached. (Pars. 17.01b, 17.02b, 17.03a, 17.04 c through e, and 17.05c changed; par. 17.05d deleted.)

Page 20-5, paragraph 20.08c, line 7: After "control" change comma to a period and delete "and success reported to the Area Medical Director."

Pages 22-1 and 22-2: Remove these pages and substitute pages 22-1 and 22-2 attached. (Pars. 22.01, 22.04, and 22.06 changed; pars. 22.02d, 22.04a(4) 22.07 added.)

Page 25-1, paragraph 25.03a, lines 3 and 4: After "the station." delete "Whenever practicable, these . . . initiation of the visit. Otherwise," and capitalize "the".

Page 26-5, paragraph 26.07e, line 3: After "visiting stations--" delete "Area Office staff" and insert "staff of the Special Assistants for Field Operations".

H. Martin Engle

H. MARTIN ENGLE, M.D.
Chief Medical Director

Distribution: RPC: 1057
FD

VETERANS ADMINISTRATION

REFERENCE SLIP

TO (Name or title—Mail routing symbol)	INITIALS—DATE
1. Miss. A. B. Hahn (101B2)	
2.	
3.	
4.	
5.	

REASON FOR REFERENCE

- [ ] AS REQUESTED
- [ ] FOR YOUR FILES
- [ ] NOTE AND RETURN
- [ ] COMMENTS
- [ ] INFORMATION
- [ ] PER CONVERSATION
- [ ] CONCURRENCE
- [ ] NECESSARY ACTION
- [ ] SIGNATURE

REMARKS

I am returning the attached material with the request that we inform facilities requesting copies of VA Manual M6, Part 2, that the manual will not be reprinted and that Health Care Review Service is working on the developing of a consolidated policy statement to replace M6, Part 2, and similar requirements relating to review of facility activities.

Also, facilities requesting copies of M6, Part 2, as a response to Internal Audit recommendations, should inform Internal Audit staff of the developmental activity of Health Care Review Service in regard to review policy.

FROM	DATE
JOHN MULHEARN, Chief, Quality Assurance Division, Health Care Review Service (174)	11-7-77
	TEL. EXT. 275-0301

VA FORM AUG 1976 3230 EXISTING STOCKS OF VA FORM 3230, OCT 1956, WILL BE USED.

☆ U.S.GPO: 1976—220-019