

# Policy Inventory Form



This form can be used to create a master inventory for your organization's policies and procedures. See the example entry below and use that format or adapt for your organization. You can put particular types of policies on different tabs, adding rows as necessary.

Type of Policies: Clinical/ Management/Regulatory							
TITLE	ID CODE	EFFECTIVE DATE	LAST REVIEW DATE	NEXT REVIEW DATE	OVERSIGHT	RELEVANT JCI STANDARDS	STAFF TRAINING COMPLETED DATE
(Example Below)							
Policy on Policies	MGT.01.01	Jan 01, 2011	Mar 16, 2018	Mar 1, 2019	Hospital Policy Committee	MOI.8, MOI.8.1	Apr 12, 2018