Sustainable Healthcare Certification

**One Reviewer for One Day- Review Agenda**

| **Time** | **Activity** | **Organization Participants** |
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| 8:00 – 8:30 a.m. | **Opening Conference**  -Introductions  -Joint Commission and Certification overview  -Agenda review | Certification review coordinator  Leader(s)  Others at the discretion of the organization |
| 8:30 – 9:30 a.m. | **Reviewer Planning Session**  - Organizational structure (SHCLD.02, EP1)  - Written strategic plan (SHC.LD.01, EP1)  - Review baseline data for three emission sources (for initial review)  Review 24 months of data for three emissions (for recertification) | Certification review coordinator (at the reviewer’s request) |
| 9:30 – 10:30 a.m. | **Orientation to the Organization’s Environmental Sustainability Program**  - Organization’s decarbonization journey  - Key structures and processes to improve energy efficiency, decrease waste, and decreasing carbon footprint (SHCLD.01, EP2; SHCLD.02, EP1)  - Coordination activities  - Operational plan development and implementation (SHCLD.02, EP2; SHCPI.01, EP1)  - Decarbonization goals (SHCPI.01, EP1) | Senior leaders(s) and individual(s) responsible for oversight of the environmental sustainability program |
| 10:30 – 12:00 noon | **Measurement of Greenhouse Gases**  - Greenhouse gas sources being measured (at least 3) (SHCME.01, EP1)  - Data gathering approach (centralized or decentralized) (SHCME.01, EP 1)  - Activity data collection and emissions factors (SHCME.01, EP 1)  - Application of calculation tools (SHCME.01, EP 1)  - Converting activity data into MTCO2e (SHCME.01, EP 2) | Individual(s) with knowledge and experience in measuring GHG and converting data into MTCO2e |
| 12:00 – 12:30 p.m. | **Reviewer Lunch** |  |
| 12:30 – 1:30 p.m. | **Performance Improvement**  - Approach to PI  - Data collection process (see SHCME.01)  - Data quality  - Annual assessment of data to determine actions meet goals (SHCPI.01, EP2)  - Revision of plan if goals are not achieved or maintained (SHCPI.01, EP 3)  - Reporting to leadership | Individual(s) with knowledge and experience in measuring GHG and converting data into MTCO2e |
| 1:30 – 2:00 p.m. | **Summary Discussion** | Individual(s) responsible for environmental sustainability program, if requested by reviewer |
| 2:00 - 3:00 p.m. | **Reviewer Report Preparation** |  |
| 3:00 – 3:30 p.m. | **Organization Exit Conference** | Organization leadership  Others at the discretion of the organization |