



SURVEY-READY POLICY MANUALS

Make an Audit Feel Like a Conversation.

A survey-ready policy and procedure manual for any regulated or mission-driven agency — mapped to the exact regulations that govern your work, written in plain language, and built so an audit feels like a conversation rather than a crisis. Pair it with my Policy Tracking service and I keep the manual current as the rules change.

9.5

average deficiencies cited per facility survey cycle — up 40% over the last decade.

KFF analysis of CMS survey data (2025). A mapped, current manual is your first defense at survey.

Mapped

Every policy tied to the rule that controls it

Plain-language

Written so staff and surveyors can follow it

Stay-current

Optional Policy Tracking add-on keeps it fresh

WHAT YOU GET

- **Policy & procedure manual** mapped to your governing rules
- **Plain-language** writing your staff and surveyors can follow
- **Evidence-to-keep** callouts surveyors look for
- **Optional add-on:** Policy Tracking keeps citations current
- Built for any regulated or mission-driven agency

ALREADY HAVE A MANUAL?

- **Manual Proof-Test** — I check it against current rules
- **Mock audit & survey** — a full records audit before the real one
- Gap report with exactly what to fix
- Citations refreshed to the rules in effect today
- A repair plan you can run in-house or hand to me

SURVEY-READINESS SNAPSHOT

AT RISK

Generic template · stale citations · staff can't find the policy under pressure

PARTIAL

Manual exists but unmapped · no evidence trail · falls behind each rule change

SURVEY-READY

Mapped section-by-section · plain language · kept current with Policy Tracking

WHY HIRE ME

One avoided deficiency can exceed the cost of the whole manual. **A current, mapped, plain-language manual turns survey day from a crisis into a walkthrough** — and my Policy Tracking keeps it that way, so you never fall behind the next rule change.