

EQUIPMENT VISIBILITY & COMPLIANCE

Ownership Framework

What Your Facility Should Own — And Who Owns It Today

Prepared by Sightline Compliance

Most healthcare facilities believe they are compliant. Few can prove it.

Equipment inventories are incomplete. Preventive maintenance is assumed, not verified. Vendors manage their slice — nobody owns the whole picture. When a surveyor walks in, that accountability gap lands on one person: the Administrator.

Sightline Compliance was built to close that gap — permanently. Not as a consultant who advises and walks away. As an ongoing owner of your equipment visibility and survey readiness.

SECTION 1 | The Ownership Gap — What Nobody Is Doing

The following represents the complete scope of equipment visibility and compliance oversight that every accredited facility is responsible for. Review each item and ask: who owns this in your building today?

OWNERSHIP AREA	TYPICAL STATUS	SIGHTLINE ROLE
A — EQUIPMENT INVENTORY		
Complete Capital Equipment Register <i>Every asset, every location, verified and current</i>	NOT OWNED	X Sightline Closes This Gap
Serial Number & Model Documentation <i>Traceable records for every piece of equipment</i>	NOT OWNED	X Sightline Closes This Gap
In-Service vs. Retired Asset Tracking <i>Knowing what's active, stored, or decommissioned</i>	AT RISK	■ Sightline Resolves This
Loaner & Rental Equipment Log <i>Temporary assets that appear during surveys</i>	NOT OWNED	X Sightline Closes This Gap
New Equipment Intake Process <i>Documented from PO through first use</i>	AT RISK	■ Sightline Resolves This
B — PREVENTIVE MAINTENANCE (PM)		
PM Schedule — All Critical Equipment <i>Who is due, when, and which vendor is responsible</i>	AT RISK	■ Sightline Resolves This
PM Completion Verification <i>Confirming PMs happened — not assuming they did</i>	NOT OWNED	X Sightline Closes This Gap

PM Drift Detection <i>Identifying equipment that silently falls out of compliance</i>	NOT OWNED	X Sightline Closes This Gap
Vendor PM Documentation Audit <i>Ensuring vendor records match actual completion</i>	NOT OWNED	X Sightline Closes This Gap
Life-Sustaining Equipment PM Priority <i>Escalated tracking for highest-risk assets</i>	AT RISK	■ Sightline Resolves This
C — VENDOR ACCOUNTABILITY		
Vendor Responsibility Matrix <i>Which vendor owns which equipment — documented</i>	NOT OWNED	X Sightline Closes This Gap
Vendor Service Record Tracking <i>Logging every service visit, completion, and outcome</i>	NOT OWNED	X Sightline Closes This Gap
Contract & Coverage Gap Identification <i>Equipment with no active service coverage</i>	AT RISK	■ Sightline Resolves This
Multi-Vendor Coordination <i>Preventing gaps when accountability is shared</i>	NOT OWNED	X Sightline Closes This Gap
Vendor Performance Accountability <i>Escalation path when PMs are missed or delayed</i>	NOT OWNED	X Sightline Closes This Gap
D — SURVEY & ACCREDITATION READINESS		
Survey-Ready Documentation Pack <i>Complete, organized, producible in under 60 seconds</i>	NOT OWNED	X Sightline Closes This Gap
Policy-to-Reality Alignment <i>Ensuring written policies match what actually happens</i>	AT RISK	■ Sightline Resolves This
Compliance Gap Report <i>Ranked list of what would fail a survey today</i>	NOT OWNED	X Sightline Closes This Gap
Survey Readiness Score <i>Objective, trackable rating across 5 compliance categories</i>	NOT OWNED	X Sightline Closes This Gap
Accreditation Cycle Alignment <i>Readiness tied to your specific renewal calendar</i>	AT RISK	■ Sightline Resolves This
E — INSTITUTIONAL MEMORY & CONTINUITY		
Staff Turnover Continuity Plan <i>What happens to compliance knowledge when people leave</i>	NOT OWNED	X Sightline Closes This Gap
Administrator Succession Documentation <i>Ensuring incoming leadership inherits full picture</i>	NOT OWNED	X Sightline Closes This Gap
Board-Ready Executive Reporting <i>Monthly summary leadership can act on and forward</i>	NOT OWNED	X Sightline Closes This Gap
Incident & Near-Miss Equipment Log <i>Documented trail that protects the facility legally</i>	AT RISK	■ Sightline Resolves This
Ongoing Ownership — Not Annual Audits <i>Continuous accountability vs. episodic check-ins</i>	NOT OWNED	X Sightline Closes This Gap

The uncomfortable reality:

"Nobody in your building owns this picture. Sightline does."

When a surveyor walks in tomorrow — you will either have the answers, or you won't.

SECTION 2 | How Sightline Works — The Ownership Model

Sightline Compliance does not consult. We do not produce a report and disappear. We take permanent ownership of your equipment visibility and compliance readiness — so you never have to think about it again.

PHASE 1	PHASE 2	PHASE 3
IMPLEMENTATION	ONGOING OVERSIGHT	SURVEY-READY
<i>Paid on-site engagement</i>	<i>Monthly retainer</i>	<i>Permanent infrastructure</i>
<ul style="list-style-type: none"> • Complete on-site equipment inventory • PM status verification & gap analysis • Master Asset Register built • Vendor accountability map created • Executive Risk Report delivered • Survey Readiness Score established 	<ul style="list-style-type: none"> • Quarterly on-site verification visits • PM drift detection & correction • Vendor accountability tracking • Live Master Asset Register maintained • Monthly executive summary report • Survey Readiness Score updated quarterly 	<ul style="list-style-type: none"> • Produce full documentation in 60 seconds • No fire drills before surveys • Continuity through staff turnover • Board-ready reporting at any moment • You are never the single point of failure • Non-renewal feels reckless

SECTION 3 | What You Receive — The Sightline Deliverable Stack

Every Sightline client receives the following as part of their ongoing program. These are not reports that sit in a drawer. They are living documents that make compliance visible, defensible, and permanently owned.

IMPLEMENTATION DELIVERABLES (Phase 1)

■	Master Asset Register — Built On-Site Complete inventory of every capital and critical asset: location, serial number, model, in-service status, and assigned PM vendor. Yours permanently.
■	Compliance Gap Report Every identified gap ranked by severity — what would fail a survey today, what is drifting toward risk, and what is currently defensible.
■	Survey Readiness Score An objective, five-category scorecard that gives you and your board an instant picture of where you stand.
■	Executive Risk Summary A boardroom-ready 1–2 page document that answers the question every administrator dreads: "What are we exposed to right now?"
■	Vendor Accountability Map Who owns what, who last serviced it, and who is responsible if something goes wrong.

ONGOING DELIVERABLES (Phase 2 — Monthly Retainer)

■	Quarterly On-Site Verification We return to your facility every quarter to physically verify equipment status, confirm PM completions, and update all records.
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■	PM Drift Detection Report Identifies equipment that has silently fallen out of PM compliance between visits — before it becomes a survey finding.
■	Monthly Executive Summary A clean, one-page narrative of your compliance status, what changed, what we corrected, and your current readiness score.
■	Updated Vendor Accountability Log Continuously maintained record of every vendor service event, including gaps and escalations.
■	Survey Readiness Score — Updated Quarterly Your score is recalculated every quarter and shared with your leadership. It goes up. It doesn't slide back.

SECTION 4 | Consulting vs. Ownership — Why It Matters

	TRADITIONAL CONSULTANT	SIGHTLINE COMPLIANCE
Engagement model	<i>Episodic — hired for a project</i>	Ongoing — permanently embedded
Deliverable	<i>Report at end of engagement</i>	Living documents updated continuously
What happens after?	<i>You own the problem again</i>	We own it. Always.
Staff turnover impact	<i>Knowledge walks out the door</i>	Continuity built into the system
Survey prep	<i>Fire drill every time</i>	Never a fire drill again
Accountability	<i>Yours</i>	Ours
Value over time	<i>Depreciates after delivery</i>	Compounds — trust, data, defensibility
Contract structure	<i>Project fee, then done</i>	Monthly retainer — infrastructure, not cost

The next step is simple.

A paid on-site assessment. We come to your facility, verify what you actually have, and deliver a complete picture of your risk exposure.

It costs less than a single survey finding.

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