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Facility Self-Audit Tool

Basic Respiratory Tasks & Services – Compliance Checklist

(For Internal Use – Not for Submission)

Use this tool to assess whether your facility is in alignment with California Code of Regulations, title 16, section 1399.365 before the October 1, 2025, compliance deadline.

Audit Item	Yes	No	N/A	Notes / Actions Needed
Facility leadership and relevant management have reviewed the new respiratory tasks regulation (CCR §1399.365) and understand its requirements.	☐	☐	☐	
An inventory of respiratory care tasks currently performed by staff has been created.	☐	☐	☐	
The facility has identified tasks for trained staff and those requiring an RCP, or other providers authorized by law, such as RNs.	☐	☐	☐	
All respiratory care tasks that require clinical judgment, respiratory assessment, or adjustment are performed exclusively by RCPs, or other providers authorized by law, such as RNs.	☐	☐	☐	
Tasks beyond those identified in section 1399.365(b) are reassigned to RCPs or other providers authorized by law, such as RNs.	☐	☐	☐	
Job descriptions, delegation policies, and internal protocols have been updated to reflect the new regulation's limits.	☐	☐	☐	
Staff education and/or training programs have been implemented or scheduled to inform personnel about the new regulation and how it impacts their role.	☐	☐	☐	
A designated staff member or compliance officer has been assigned responsibility for overseeing compliance with the new regulation.	☐	☐	☐	
The facility has established or updated procedures to regularly monitor and audit respiratory care tasks to maintain ongoing compliance with the regulation.	☐	☐	☐	

Tip: **If you answered "No" to any of the above, we recommend you address those areas prior to October 1, 2025, to ensure compliance with the regulation.**