

CHECKLIST TO MANAGE RISKS IN MEDICAL SPAS

Compliance with Regulations:

- ☐ Ensure compliance with state laws and regulations related to medical spas and aesthetic medical treatments.
- ☐ Review licensure requirements for estheticians and requirements for other non-licensed persons providing services.
- ☐ Verify that all medical procedures are performed by certified, trained, and licensed medical/healthcare professionals.

Medical Staff and Training:

- ☐ Provide thorough training for all staff on the services and treatments offered.
- ☐ Ensure staff understand the operation and care of medical devices, such as lasers.
- ☐ Regularly update training to include new procedures and changes in regulations.
- ☐ Conduct patient interviews to gain comprehensive medical histories that might impact treatment options.

Patient Pre-assessment and Education:

- ☐ Perform thorough pre-assessments to determine patient eligibility for treatments.
- ☐ Educate patients on the proposed treatment plans, including potential risks and complications.
- ☐ Obtain (and retain record of) informed consent from patients, ensuring they understand the procedure, risks, and post-treatment care.

Informed Consent:

- ☐ Use informed consent forms that include general risks and side effects of procedures.
- ☐ Discuss the procedure, pre-treatment, and post-treatment do's and don'ts with patients.
- ☐ Ensure patients sign the consent form only after they fully understand the risks and benefits.
- ☐ Retain the completed copies of patient's informed consent forms in a secure, but accessible place for future reference.



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Monitoring Patient Recovery:

- ☐ Schedule follow-up appointments to monitor patient recovery and address any complications.
- ☐ Ensure only qualified staff evaluate patient recovery and provide follow-up care as needed.
- ☐ Monitor for adverse side effects or medical complications post-treatment.

Insurance Coverage:

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- ☐ Secure comprehensive professional liability insurance to protect against legal liabilities or claims due to malpractice or negligence.
- ☐ Regularly review and update your insurance coverage to include new services or changes in the practice.

OSHA Compliance:

- ☐ Adhere to OSHA regulations for healthcare facilities, including proper record-keeping and hazard communication.
- ☐ Implement safety protocols for bloodborne pathogens, walking/working surfaces, laser safety, and workplace violence prevention.

Safety Culture and Best Practices:

- ☐ Foster a culture of safety within the practice, emphasizing the importance of patient safety and risk management.
- ☐ Regularly review and update risk management plans, policies, and procedures.
- ☐ Conduct departmental training and analysis of trends and adverse events to continuously improve safety practices.

Documentation and Reporting:

- ☐ Maintain accurate records of all procedures, patient interactions, and adverse events.
- ☐ Report any incidents or complications promptly to the appropriate regulatory bodies.
- ☐ Use data from patient interactions and incident reports to refine and improve risk management strategies.

Cybersecurity and Data Protection:

- ☐ Implement robust cybersecurity measures to protect patient data.
- ☐ Train staff on best practices for data protection and compliance with privacy regulations.
- ☐ Regularly review and update data security protocols to address new threats and vulnerabilities.



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