

Safety/Emergency Preparedness

Back

- Bend your hips and knees—avoid twisting while lifting
- Lift with your leg muscles—not your back or arm muscles
- Never lift a load higher than your waist
- Keep the load close to your body
- If you need help lifting or moving a load, ask for it

Electrical

- Electrical conductors include water, people and metal
- Do not use “octopus” adapters.
- Use grounded three-hole outlets or adept ungrounded outlets with a standard plug adapter.
- Inspect electrical cords and equipment for damage
- Wall outlets that supply emergency power are red in color.
- Do not attempt to make any repairs yourselves.

Radiation

- Minimize your time exposed to radiation source
- Maximize distance between yourself and radiation source.
- Use shielding and protective clothing when appropriate
- Never touch anything with a radioactive warning label unless you are trained and authorized
- When caring for patients being treated with radioactive materials; dispose of syringes, radioactive liquid and other waste properly.

Patient

- Surfaces after contact with a patient or other potentially infectious materials should be disinfected with a solution of 1:10 bleach and water.
- In the event an unresponsive patient is encountered, the healthcare worker should check for Airway, Breathing and Circulation (ABC). Upon establishing a patient is unresponsiveness you should first call for help, then open the patient’s airway and check for breathing. The American Heart Assoc standards include using 30:2 compression to resuscitation for adults and 3:1 compression to resuscitation for newborns.
- Individuals have the right to make medical decisions and to communicate those decisions through an advanced directive.

- Prior to treatment of any kind, 2 or more patient identifiers should be used.
- Healthcare workers are required to report suspected abuse.
- Healthcare should never use any container without a label describing its contents.
- All medication drawn or prepared for patient use must be labeled at the time and should not be administered without verifying contents.

Fire

The purpose of Fire Safety training is to inform all employees regarding fire prevention, detection, and the proper procedures to follow in case of a fire. Each employee is responsible to familiarize themselves with the assigned facilities fire code procedures and emergency routes, identify all fire alarms.

Remember, smoke and heat are just as deadly as flames:

The first 2-3 minutes are most critical. It is a **RACE** for safety.

R. . .Rescue patients, visitors, and anyone else in danger from the fire and go to a safe place

A. . .Alarm. Pull the closest fire alarm, then make a call the designated facility emergency number.

C. . .Contain. Close all doors, clear hallways of people and equipment.

E. . .Extinguish If you can do so safely and feel comfortable using the fire extinguisher, use it.

Infection Control:

CDC - Hand Hygiene Guidelines, improve adherence to hand hygiene which has been shown to terminate outbreaks and reduce transmission of organisms and reduce overall infection rates. In addition to traditional hand washing, CDC is recommending the use of alcohol-based hand rubs while providing patient care. Hand washing with soap and water remains a most effective, sensible strategy for infection control.

- The use of gloves does not eliminate the need for hand hygiene, nor does the use of hand hygiene eliminate the need for gloves. Gloves reduce hand contamination by 70 percent to 80 percent. Hand rubs & gloves should be used before and after each patient.
- Health care personnel should avoid wearing artificial nails and keep natural nails less than one quarter of an inch.

National Patient Safety Goals

Joint Commission’s National Patient Safety Goals (NPSGs) requirements are reviewed annually, all employees should be knowledgeable about these goals. Detailed information can be found: www.jointcommission.org/PatientSafety/NationalPatientSafetyGoal

1. **Patient Identification:** Improve the accuracy of Patient Identification.
2. **Improve Communication:** Improve the effectiveness of Communication among caregivers.
3. **Medication Safety:** Improve the safety of using Medications.
4. **Health Care – Associated Infections:** Reduce the risk of health care-associated infections.
5. **Reconcile Medication:** Accurately and completely reconcile medication across the continuum of care.
6. **Reduce Falls:** Reduce the risk of patient harm resulting from falls.
7. **Influenza & Pneumococcal Disease:** Reduce the risk of influenza and pneumococcal disease in institutionalized older adults.
8. **Surgical Fires:** Reduce the risk of surgical fires.
9. **Implementation of NPSG’s:** Implementation of applicable National Patient Safety Goals
10. **Patient Involvement:** Encourage patient’s active involvement in their own care as a patient safety strategy.
11. **Patient Ulcers:** Prevent health care-associated pressure ulcers (decubitus ulcers).
12. **Risk Assessment:** The organization identifies safety risks inherent in its patient population.
13. **Changes in Patient Condition:** Improve recognition and response to changes in a patient’s condition.

HIPAA/Patient Rights

The Health Insurance Portability and Accountability Act's (HIPAA) standards for Protected Health Information (PHI) places every employee under an obligation to protect the confidence and privacy of a patient's healthcare information. Any member of the workforce with a legitimate need to perform their job responsibilities may access a patient's health information. Workforce members are prohibited from accessing any patient health information (including their own) where they do not have direct job responsibility to that patient. A password allows access to critical patient care and business applications must be kept confidential. NEVER allow anyone to use your password.

OSHA

- Your workplace may have different hazardous chemicals; OSHA requires that employer inform employees of hazardous substances they might be exposed. Each employee is responsible to locate and review any materials at their assigned workplace. MSDS (Material Safety Data Sheets) lists information on chemical substances or mixtures, precaution instructions, safety information and first aid steps.
- Needles should be disposed properly in a labeled sharps container, not do shear, break or recap contaminated needles
- OSHA requires that healthcare workers using a respirators that rely on mask-to-face seal have an annually fit-test. Fit testing is an important requirement in the process of determining whether a given respirator is the "correct" size, type and fit. You should be re-fit tested in the event any change in facial shape, size, appearance or dental work. TB is on the rise and is spread by airborne droplets. Each MEDRelief employee is required to have a current TB test and ensure that a N-95/3m respirator is worn when in contact with a patient with TB (not a plain surgical mask).
- If you experience an accidental exposure to blood or body fluids, immediately perform first aid; notify the department supervisor and MEDRelief Staffing Coordinator. If instructed report to the Emergency Room to be evaluated for follow-up care. It is extremely important the evaluation begins immediately. Prophylactic treatment for a possible exposure to the HIV virus must be started within one to two hours after exposure.

Cultural Diversity and Age-Specific Care

Different age groups have different physical, psychological and social needs. You must have the knowledge and skills to meet these age-specific needs. In some cases you do this instinctively, while in others you will need to analyze the situation or think critically. To practice age-specific care, you must think critically, perform appropriate tasks, and use communication skills relevant to the patients in your care. Make sure you provide the best care for patients of all ages. Age-specific care is respectful and more effective, all patients will be afforded equal opportunity and care. There will be no distinction in the availability or care of services based on age, gender, disability, race, color, religion or national origin. Patients recognize when they are will-treated.

Universal or Standard Precautions

Standard or Universal Precautions: consider all body fluids, except sweat, as potentially able to carry and transmit a blood borne pathogen or other infectious pathogens. **Universal Precautions stress that all patients should be assumed to be infectious for blood-borne diseases.**

Transmission Based Precautions include Airborne, Droplet and Contact precautions based on the mode of transmission. Transmission Based Precautions are in addition to Standard precautions. Standard Precautions include placing patients in a room by themselves and mandatory use of gloves and gowns the healthcare workers.

These guidelines are designed to protect workers from exposure to diseases spread by blood, air and certain body fluids:

- Healthcare workers are exposed to a patient's blood or body fluids through a needle-stick, non intact skin, or from a splash of fluids into their mucous membranes, such as eyes or mouth.
- Workers should use appropriate barrier precautions, such as gloves, gowns, masks and protective eyewear to protect themselves when working with mucous membranes or potentially infectious fluids.
- Medical gloves should be worn when performing procedures involving contact with mucous membranes. Gloves should be changed between patient contacts.
- Workers should wash hands before a work shift, before and after contact with each patient.
- Needle stick exposure is the main route to transmission of HIV and HBV to workers. Workers should take appropriate precautions to prevent injuries from needles, scalpels and other sharp instruments. Sharp items should be placed in a puncture resistant container and should not be recapped or bent prior to disposal.
- There is a vaccine that helps protect against hepatitis B and OSHA requires employers to provide it free to employees at risk of exposure
- Body fluid is the prime transmitter of Hep B and HIV. If exposed, or potentially exposed, report it immediately. Report all needle sticks immediately. There is no known cure for blood borne diseases caused by a virus.
- Specimens of blood and body fluids should be placed in a secure secondary container to prevent leakage.
- Care should be taken when collecting specimens to ensure the outside of the container does not become contaminated.
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HIPAA

Name _____ Date _____

1. HIPAA allows healthcare workers to access their own personal records while on duty.
 - a. True
 - b. False
2. Examples of protected health information include name, address, social security number and date of birth.
 - a. True
 - b. False
3. Protecting health information requires cautious use of medical records, sign-in sheets, taking of medical histories.
 - a. True
 - b. False

OSHA/Infection Control/Back Safety/Life

4. Material Safety Data Sheets (MSDS contain the following information of chemicals.
 - a. What the chemical is called and what is in it
 - b. What happens if you are affected by the chemical and what first aid steps to take
 - c. How to protect yourself and how to work safely with the chemical
 - d. All of the above
5. OSHA requires that employers inform employees of hazardous chemicals that are in the work place to which they may be exposed.
 - a. True
 - b. False
6. Chemicals enter the body through the following "routes of entry".
 - a. Lungs and skin
 - b. Swallowing and injection
 - c. A and B
 - d. None of the above
7. What is the single most effective method of Infection Control?
 - a. Wearing gloves for all contact with patients
 - b. Hand washing
 - c. Double bagging all linens & disposables
 - d. Using gowns, masks & goggles during care delivery
8. What is asepsis?
 - a) A first aid spray applied to wounds
 - b) A method of sewage treatment
 - c) The absence of pathogens
 - d) A wound abscess
9. When should you wash your hands?
 - a) Before a work shift
 - b) After combing your hair
 - c) After emptying a bedpan
 - d) All of the above
10. When must you wear gloves?
 - a) To perform incontinent care
 - b) To prepare the patient's breakfast
 - c) To collect sputum specimen
 - d) All of the above
11. Which of these practices is dictated by Universal Precautions?
 - a) Wear gown and gloves for all contact with a patient
 - b) Use a disposable resuscitation aid for performing CPR
 - c) Wear gloves to perform oral hygiene on the patient
 - d) Double bag all soiled dressings
 - e) B, C, and D
12. What do AIDS and Hepatitis B have in common?
 - a) They are caused by a virus
 - b) They are bloodborne diseases
 - c) There is no cure available
 - d) Patients with these diseases must be quarantined
 - e) A, B, and C
13. Never use any container without a label describing its contents.
 - a. True
 - b. False
14. The best way to minimize exposure to radiation is distance between yourself and the radiation source.
 - a. True
 - b. False
15. In the event of a blood or body fluid exposure.
 - a. Complete an Occurrence Report
 - b. Notify your supervisor immediately for instruction
 - c. Follow up with your employee health representative
 - d. All of the above
16. Standard Precautions means that all body fluids are treated as potentially infectious.
 - a. True
 - b. False
17. Transmission Based Precautions require:
 - a. Patients to be in a room by themselves
 - b. The healthcare provider wear a gown/gloves
 - c. The use of Standard Precaution
 - d. All of the above
18. To prevent the spread of blood borne pathogens, you should:
 - a. Wash your hands every time you remove your gloves
 - b. Never recap needles
 - c. Dispose of all material contaminated with body fluids in a red bag
 - d. All of the Above
19. You must notify your supervisor if you are exposed to any infectious disease, even if it occurred outside of the hospital.
 - a. True
 - b. False
20. To prevent the spread of Tuberculosis
 - a. Wear a HEPA/N95 Respirator when caring for patients in special respiratory isolation
 - b. Complete your annual health screening
 - c. Notify your supervisor immediately in the event of an exposure
 - d. All of the above
21. OSHA mandates that the employee be re-fit tested if which of the following has occurred:
 - a. Employee experiences greater than 20 pound weight change
 - b. Employee now has facial hair
 - c. Significant dental work
 - d. Significant facial plastic surgery
 - e. All of the above
22. Twisting your body when lifting a patient may result in a back injury.
 - a. True
 - b. False

23. Always ask for assistance when lifting or transferring a patient if there is any question on the patient's ability to assist or if the patient is too heavy.
- True
 - False

SAFETY/Emergency Preparedness

24. Electrical conductors include.
- People
 - Water or Damp Floors
 - Metal
 - All of the above
25. When working around electricity:
- Use a 3 prong plug as it prevents electricity from leaking through the wire
 - Inspect electrical equipment for damage before using
 - Take the equipment out of service if it is not working properly
 - All of the above
26. Emergency care of an unresponsive patient is done in this order:
- Airway, breathing, circulation
 - Breathing, circulation, airway
 - Breathing, airway, circulation
 - Airway, circulation, breathing
27. The new American Heart Association standards include the following guidelines.
- Using a 15:2 compression to respiration resuscitation for all victims excluding newborns.
 - Using a 30:2 compression to respiration resuscitation for all victims excluding newborns.
 - Using a 3:1 compression to respiration resuscitation for newborns
 - All of the above
 - B and C
28. You establish that a patient is unresponsive after calling HELP, which of these actions should you take?
- Sweep the patient's mouth
 - Administer three quick breaths to the patient
 - Open the patient's airway and check for breathing
 - Check the patient's pulse and initiate cardiopulmonary resuscitation

Risk Management/Patient Safety Initiatives

29. Healthcare workers are required to report suspected abuse.
- True
 - False
30. How many patient identifiers should be used when taking samples, giving medication or blood products?
- 0
 - 2 or more
 - 1
31. Solutions and medications used on the sterile field in surgery do not need labels.
- True
 - False
32. Medication related abbreviations have contributed to medical errors.
- True
 - False
33. Hand washing with alcohol hand rubs is the best way to kill bacteria.
- True
 - False
34. The least restraining for restraining a patient must be used.
- True
 - False

35. A fall risk assessment includes client and environmental factors that contribute to falls.
- True
 - False
36. A Time Out should always be used as final verification before any procedure starts.
- True
 - False
37. As part the JCAHO's National Patient Safety Goals, healthcare workers are required to verify all verbal orders & test results by reading them back.
- True
 - False

Population Competencies/Pain Management

38. Care given to all patients in the hospital is based on what is appropriate to their age and developmental level.
- True
 - False
39. The experience of pain is influenced by:
- Sensory experiences
 - Cognitive abilities
 - Behavioral processes
 - All of the above
40. Non-Pharmacological interventions form of pain management are appropriate for:
- Carefully screened patient populations
 - Pediatric patient populations
 - Geriatric patient populations
 - All patient populations
41. Pain management in geriatric patients:
- Often complicated by treatments for coexisting diseases
 - Is impacted by diminished renal and liver function
 - Can be complicated by cognitive deficits
 - All of the above
42. Patients who have decreased mobility of any part of their body may be at risk for pressure sores in those locations.
- True
 - False

Palliative Care/End of Life Decisions and Cultural Competence

43. Individuals have the right to make medical decisions and to communicate those decisions though an advance directive.
- True
 - False
44. End of life goals included:
- Keeping the patient comfortable
 - Understanding the patient's need to retain his or her dignity
 - Providing support and grief counseling
 - A, C and D
 - All of the above
45. The reason why cultural competence is important in healthcare is because:
- There are healthcare disparities across cultures
 - Population demographics are changing
 - None of the above
 - A and B



NAME

DATE

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Annual MRS Update Exam
ANSWER SHEET