



Mad River Community Hospital
Safety Fair 2016

KEY

Your Name (please print)

Department

Date

1. Standards of Excellence:

A. According to the MRCH Mission and Vision Statement, who is the hospital's main concern?

_____ geared at all times to the needs of the patient _____

B. Name two Standards of Excellence that you have the opportunity to as an employee at MRCH?

1. Confidentiality _____

2. Modesty _____ (examples...)

2. Guide to Quality Care & Patient Safety:

List three tips that will assist you in working with Healthcare Facilities Accreditation Program (HFAP) Surveyors.

1. Be Honest _____ (examples...)

2. Know your patients _____

3. Relax _____

3. "HIPAA and Patient Privacy:

Circle **TRUE** or FALSE.

A. You should not access any information on a patient (or yourself) if you do not have a “need to know” to do your job.

TRUE FALSE

B. Before leaving a computer workstation, you should always log off.

TRUE FALSE

C. It is never appropriate to have discussions about patients in public areas, such as hallways, the cafeteria, or outside the hospital while off-duty.

TRUE FALSE

D. Computer usernames / passwords should never be shared or written/ stored in “plain sight”.

TRUE FALSE

4. Patient Rights & Compliance:

A. Name two patient rights of your choosing.

1. The right to considerate and respectful care.... (examples...)

2. Designate visitors....

B. What confidential phone line can you call if you have a concern regarding MRCH and any compliance issue?

707-825-4909

C. Who is responsible to promote and protect patient’s rights?

All health care team members

5. Patient Satisfaction Surveys:

Which question number from the Press-Ganey (HCAHPS) Patient Survey located on slide items "5" do you feel relates most to the job you do? Give an example of a patient satisfaction survey question related to your work.

Number 3 (example...)

Question During this hospital stay, how often did nurses explain things in a way you could understand

Press Ganey surveys show that we lack "quietness" at MRCH. Please write what you can do on your job to help the hospital be quieter...

Talk low or whisper quietly...avoid unnecessary outbursts....close doors when appropriate...

6. Management of Aggressive & Violent Behavior:

A. List three tips for crisis prevention:

1. Be empathetic (examples...)
2. Permit verbal venting
3. Avoid overreacting

B. (Fill in the blanks.) If you can tell me what the problem is, I know I can find the right person to assist you in finding a solution and answer your questions.

7. **Cultural Awareness**

A. Give an example of a specific question to ask to better understand a person's personal interests or cultural point of view regarding care or service at MRCH?

B. Name one part of a person's visible culture:

_____ Traditions, dress (examples...)

8. **Age- Specific Competencies:**

Circle TRUE or FALSE.

A. Age-specific competencies are skills used to ensure care that is based on understanding individual needs at different stages in life.

TRUE FALSE

B. Each age group has different communication styles and needs.

TRUE FALSE

9. **Social Services:**

A. It is the responsibility of any employee, volunteer and/or other staff that observes or is notified of suspected or documented abuse to initiate the reporting process.

TRUE FALSE

B. MRCH is a designated "Safe Surrender" site, with physicians and RN's authorized to accept a surrendered newborn.

TRUE FALSE

10. Organ Donation

A. If you have a question regarding organ or tissue donation what Donor network web site would answer those questions? (Write down the website address)

donornetworkwest.org

B. What is the referral number for calling the Transplant Network Coordinator?

1-800-55-DONOR

11. Employee Safety:

A. Harassment or discrimination in any form in our work environment is unlawful and prohibited. If you feel you are experiencing harassment, who should you contact immediately? Dept. Mgr., House Supe, or HR

B. MRCH must have a drug and alcohol-free work environment in order to protect the health and safety of employees and patients.

TRUE FALSE

C. Smoking is not permitted on hospital property for patients and family. The single designated smoking area for employees, staff and volunteers only is located:

 X At the rear of the Environmental Services hangar

 At the entrance of the Emergency Department

12. Ergonomics:

A. Which of the following are ways to safely take care of your back while at work?

Mark all that apply.

 X Push instead of pull whenever you can.

 X Support your back as you sit at a desk.

 X Take short breaks during the day to stretch.

 X Be mindful of your back during patient care.

B. Identify one way to prepare your back for working safely before you come to work?

Use good posture & lifting technique on and off the job.

13. Employee Injury:

A. Pretend you accidentally hurt your back while lifting a box at work.

Who do you need to notify of your injury?

1. Dept mgr
2. House supe
3. Occ Health

B. You have just been punctured by a contaminated sharps here at the hospital. Where do you go?

ED

C. Now pretend that your injury occurred during the night shift (when Occupational Health is closed). After you notify the appropriate people where would you go?

ED

14. Occurrence Reports:

A. Which of the following are occurrence categories listed on MRCH's Occurrence Reports? (*see Occurrence report on board*)

Mark all that apply.

- Harassment/ Abuse
- A Billing Grievance
- Equipment Malfunction

B. Once you complete an occurrence report, who should you give it to?

House Supervisor

15. Maintaining a Secure Environment

A. What are the four most effective words for the person who looks lost or suspicious?

MAY I HELP YOU ?

B. What is the easiest method for you to help maintain a secure environment at MRCH?

Wear ID picture @ all times.

C. Who is the central person in security-breach prevention strategies at MRCH?

You (each staff member)

16. Color-Coded Patient Wristbands:

A. Name one reason that a person not giving direct patient care may need to be aware of the meaning of the color-coded wristbands used at MRCH.

Answers may vary with dept.

B. Match the color of the patient wristband with what it represents.

Wristband Color	What it Represents
1. WHITE: <u> C </u>	A. For patient identification - Used for those patients admitted in transmission-based precautions.
2. GREEN: <u> A </u>	B. Used to identify patients with a "Do Not Resuscitate" order written in the medical record in accordance with hospital policy.
3. PURPLE: <u> B </u>	C. For patient identification - Used for patients <u>without</u> a transmission-based precaution.
4. RED: <u> E </u>	D. Used to identify patients that are a high fall risk.
5. YELLOW: <u> D </u>	E. Used to identify patient allergies. "ALLERGY" is embossed on band [to differentiate between blood band]

17. Infection Control:

A. What is the most effective way to prevent the transmission of microorganisms no matter in which department you work? Handwashing

B. Which of the following are effective ways to keep your germs to yourself?

Mark all that apply.

Clean your hands often

Use a tissue to cover your sneezes and coughs (*then wash your hands*)

Use iodine hand gel before and after meals

Sneeze or cough into your sleeve if you do not have a tissue

C. All MRCH hospital staff must sign a declination form if they do not wish to receive the annual flu vaccine.

TRUE FALSE

D. What does CHAMPS stand for?

C_lean H_and A_re M_aking P_eople S_afe

18. Bloodborne Pathogens:

A. Nurses are the only employees who run the risk of getting stuck from a contaminated needle at MRCH. TRUE **FALSE**

B. Special precautions are required in hospitals for contact/bloodborne, airborne and droplet infections by the Department of Public Health and other accrediting agencies.

Name one reason that you need to be aware of these precautions in the job that you do.

To protect myself from illness &/or injury.

19. Hazardous Materials & Waste Management Plan:

If you wanted to look up information on a chemical used here at MRCH, what two places could you find the most current MSDS?

1. MRCH Intranet website
2. Internet – MSDS online

20. Medical Waste:

A. Fill in the letters that correspond to the correct disposal container for each type of waste. *Each letter should only be used once.*

<u>C</u> Clean packaging, paper towels, soiled diapers.	A. Sharps Container
<u>E</u> Drug vials and IV bags containing pharmaceuticals.	B. Black battery bucket
<u>D</u> Dressings or waste materials saturated with blood or body fluids	C. Regular Trash
<u>B</u> Used batteries	D. Biohazard Waste (Red) Bag & Container
<u>A</u> Broken glass, syringes and needles.	E. Pharmaceutical Container

B. If you have a question about hazardous waste from your department, who would you contact? Department Manager.

21. Radiation Exposure:

What are three safety factors for minimizing radiation exposure?

1. Time
2. Distance
3. Shielding

22. Electrical Safety Hazards:

Describe one of the situations shown on the slide, and why it is dangerous. *Please include the letter of the situation you are describing.*

J. Coffee Mugs in near proximity to dirty instruments, soaking. Possible splash contaminant. (example.....)

23. Utilities Management & Safety:

Who needs to be notified *immediately* in the event of a power failure, gas leak, or loss of water supply? Administration

24. Equipment Management / Plant Operations:

A. It is approximately 12 noon and you need assistance from Plant Operations for a “non-urgent” need to help you move very heavy boxes to another department.

Fill in the blanks in the steps you should take to contact Plant OPs.

- a. Fill out a work order form.
- b. Email, fax, or place completed form in Plant Op’s’ mailbox or under their office door.

B. What should be placed inside of the red and white floor tape adjacent to fire extinguishers and other safety-based access sites? nothing

25. Security: “Code Security” & “Dr. Strong”:

A. In the event of a “Code Security”, the lock down will remain in effect until when?

- 1. Until an appropriate period of time has passed.
- 2. **Until “Code Security All Clear” is announced overhead.**
- 3. Until you feel it is safe to resume your activities.

B. If a “Doctor Strong” is called, all personnel that are able should go to the location given. **TRUE** FALSE

26. Fire Safety – “Code Red”:

A. What does R A C E stand for? What does P A S S stand for?

- | | |
|-----------------------------------|-----------|
| R: <i>escue patients/visitors</i> | P: ull |
| A: ctivate alarm | A: im |
| C: ontain fire/close doors | S: queeze |
| E: xtinguish fire & evacuate | S: weep |

B. What month is (or was) your department scheduled for a fire drill this year?

varies...

C. All hospital staff must respond to at least one fire drill each year.

TRUE FALSE

27. Security: “Code Pink” & Medical Emergencies

A. If a “Code Pink” is called, all personnel should move to the nearest exit

and monitor it. **TRUE** FALSE

B. Does your department have an assigned exit to cover in the event of a Code Pink?

If so, what exit is it? varies

28. Code Blue/Code White

A. What is the first action you take if you find an unconscious person in your department or elsewhere on the hospital grounds?

call code blue

B. What phone numbers do you dial to call a code?

Call 3911 from 0700 to 2300.

Call 55 from 2300 to 0700 “and you’re live”.

C. "Code White NRP" is called on the overhead paging system. This means that which of the following persons is in need of emergency care:

1. A 65 year-old male
2. A 45 year-old Caucasian woman
3. A 7 year-old child
4. A newborn baby

29. Hospital Safety & Emergency Codes:

Fill in the appropriate letter that describes each code.

- | | |
|-----------------------------------|--|
| Code Blue <u>I</u> | A. Internal Disaster |
| Code Red <u>H</u> | B. Lock Down |
| Code Yellow <u>M</u> | C. Infant Abduction |
| Code Purple <u>G</u> | D. Combative Person |
| Code White <u>L</u> | E. Manpower needed. |
| Dr. Strong <u>E</u> | F. Adverse alteration in a patient's condition |
| Code Grey <u>D</u> | G. Child Abduction |
| Code Silver <u>J</u> | H. Fire |
| Code Orange <u>N</u> | I. Cardiac/Medical Emergency |
| Code Pink <u>C</u> | J. Person with weapon and/or active shooter |
| Triage Internal <u>A</u> | K. Sealing of Building to outside air |
| Triage External <u>O</u> | L. Pediatric Medical Emergency |
| Shelter-in-Place <u>K</u> | M. Bomb Threat |
| Code Security <u>B</u> | N. Hazardous Material Spill/Release |
| Code Rapid Response Team <u>F</u> | O. External Disaster |



30. Emergency Preparedness:

A. What are the four phases of Emergency Management Preparedness?

1. PLAN
2. PREPARE
3. PRACTICE
4. RESPOND

B. "Disaster Control Stations" are certain areas that manage aspects of work during a surge in care following an incident. Where will the MRCH **People Power Pool** be located during a local disaster? Cafeteria

31. Hospital Disaster Response Responsibilities:

A. What is "HICS"?

Hospital Incident Command System

B. Name the four primary sections (division) of HICS.

1. Operations
2. Planning
3. Logistics
4. Finance/Administration

C. (Fill in the blanks.) " The Incident Commander is the first most qualified person on the scene of the incident, until replaced by a person of equal or higher qualifications. Anyone may serve in this capacity, if only temporarily."

D. What is your responsibility to MRCH and the Community if a local disaster occurs?

To respond to the People Power Pool in the Cafeteria



Congratulations! You are done!!!

2017 Education Survey*
MRCH Staff Development

Educational Item	Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree
I favor short, monthly educational presentations/CE's at unit Staff Meetings					
I would attend educational lecture series (on current topics) presented at MRCH.					
I use the MRCH Intranet as a resource for links for education/information.					
I am skillful at using the MRCH Intranet Website to find resources for education.					
I do fine with using my own resources in earning CE's, and for updating my knowledge and skills for license renewal and job performance.					
I have used MedCom to earn CE's by going to resources under Staff Dev in the MRCH Intranet Website to find the link.					
Do you want MRCH to continue with MedCom as a resource for CE's?					
BLS, ACLS, PALS and NRP are being offered enough during the year (if disagree, indicate the need.)					

1. List 3 educational topics you would like to see presented in 2017.
 1. _____ 2. _____ 3. _____
2. What days and time of day for in-service trainings would work best for you?
3. Would you like to recommend potential educators/speakers either from within MRCH or from the community that you would recommend as potential presenters?
4. What source do you use to find out about up-coming MRCH educational events?
 Intranet internet bulletin boards flyers meetings other
5. In which areas do you think more information is needed?
 Core Measures Infection Control Effective communication or behavior management
 Organ/Tissue Donation Technology in Healthcare (computer & equipment)
 Personal work-related stress management

Comments? _____

Department _____ Name (optional) _____