



The Joint Commission

Abuse, Neglect and Exploitation

Requirement References:

There are no regulatory requirements for this lesson.

Goal:

Students will be able to define and identify signs and symptoms of abuse, neglect, and exploitation, list the behaviors and characteristics of the abused and of an abuser, and identify ways to protect patients and understand the obligation to report suspected abuse.

Objectives:

- Define abuse, neglect and exploitation.
- Identify the signs and symptoms of abuse, neglect and exploitation in the healthcare setting.
- List the behaviors of the abused.
- List the characteristics of an abuser.
- Identify ways in which you can protect patients from abuse, neglect and/or exploitation.
- Know the obligation to report suspected abuse.



AIDS in the Workplace

Requirement References:

- Americans with Disabilities Act of 1990 (ADA) PL 101-336
- National Institute for Occupational Safety and Health (NIOSH)
- American Red Cross. Workplace HIV/AIDS Program; Course Number 3501
- Centers for Disease Control and Prevention: Business Responds to AIDS
- National Leadership Coalition on AIDS 1-800-997-6227
- CDC: Surveillance of Health Care Workers with HIV/AIDS (March, 1997)
- CDC: AIDS Prevention Fact Sheet "The HIV/AIDS Epidemic in the United States, 1997-1998"
- CDC HIV/AIDS Surveillance Report, Year-end edition, 1998
- CDC Personnel Health Guideline, June 1998
- Journal of the American Medical Association. "Disability Discrimination in America: HIV/AIDS and Other Health Conditions." February 24, 1999.
- Mid-Atlantic ADA Information Center. "ADA in Action: HIV/AIDS in the Workplace." Winter 1996
- Mid-Atlantic ADA Information Center. "Working Effectively with Individuals Who Are HIV-Positive."
- The New England Journal of Medicine. "Protecting Patients from Discrimination-The Americans with Disabilities Act and HIV Infection." October 22, 1998.
- U.S. Department of Justice, Civil Rights Division, Disability Rights Section: Questions and Answers-The Americans with Disabilities Act and Persons with HIV/AIDS"

Goal:

To inform health care workers about the incidence, risks, and precautions for occupational exposure to HIV/AIDS and to provide information on fair employment practices that protect them from discrimination.

Objectives:

- Identify facts and myths about AIDS in the workplace.
- Describe approaches for the prevention of HIV/AIDS in hospital settings.
- Describe fair employment practices as they pertain to current and prospective employees who are HIV-infected.
- Describe components of a workplace policy regarding AIDS.
- Identify resources that are available to help resolve AIDS issues.



Back Care/Ergonomics

Requirement References:

- UNITED STATES DEPARTMENT OF LABOR, Occupational Safety and Health Administration, Fact Sheet No. OSHA 90-09
- National Institute for Occupational Safety and Health. "Guidelines for Protecting the Safety and Health of HealthCare Workers" DHHS (NIOSH) Publication No. 88-119
- National Safety Council, 1991. National Safety Council Supervisors' Safety Manual 7th Edition. Page 201.

Goal:

To minimize the possibility of employee accidents and illness due to chronic work-related physical and psychological stresses and maximize productivity and efficiency.

Objectives:

- Recognize that changes in daily habits can help prevent back pain and muscle injury and identify the cycle of pain.
- Identify the principles and goals of ergonomics and how their application can be used to solve work-stress problems.
- Identify various ergonomic problems and the signs and symptoms of work-related musculoskeletal disorders (MSDs).
- Identify ways the workspace can be arranged to reduce ergonomic problems related to lifting, use of hand tools, whole-body vibration, and computer workstations.



Bloodborne Pathogens for Healthcare Supervisors

Requirement References:

- 29 CFR 1910.1030 Bloodborne Pathogens.
- 29 CFR 1910.1030 App A - Hepatitis B Vaccine Declination (Mandatory).
- OSHA Fact Sheet 02/01/1993. Most frequently asked questions concerning the bloodborne pathogen standard.
- OSHA Fact Sheet 92-46 US Department of Labor, Bloodborne Pathogen Final Standard: Summary of Key Provisions.
- OSHA 3128 Bloodborne Pathogens and Acute Care Facilities, 1992
- CDC Personnel Health Guidelines, Part II Recommendations for prevention of infections in healthcare personnel, June 1998.
- CDC: Preventing occupational HIV transmission to healthcare Workers, June 1998.
- DHHS (NIOSH) Healthcare Worker Guidelines, Publication # 88-119, September 1998.
- Johns Hopkins Medical HIV Report: Volume 8, Number 2, July, 1996.
- JCAHO Proposed Revisions to Standards for Improving Organizational Performance, December 1997.

Goal:

This lesson helps healthcare employers and supervisors minimize the possibility of employee exposure to bloodborne pathogens, and comply with the relevant OSHA and JCAHO standards.

Objectives:

- Define bloodborne pathogen exposure risks for healthcare personnel.
- Identify specific management methods to determine competencies of healthcare workers involved in prevention, surveillance, and control of bloodborne pathogen infections.
- Describe the requirements of the four major "employee" elements of a Hospital Infection Control Plan (i.e., protection, medical management, training, and record keeping).
- Identify resources that assist hospital employees in creating an environment of care that prevents the spread of bloodborne pathogens.



Bloodborne Pathogens for Healthcare Workers

Requirement References:

- 29 CFR 1910.1030 Subpart Z, Toxic and Hazardous Substances, Bloodborne Pathogens
- 29 CFR 1910.1030 Appendix A - Hepatitis B Vaccine Declination (Mandatory)
- 29 CFR 1904.7 - General recording criteria
- 29 CFR 1904.8 - Recording criteria for needlestick and sharps injuries.
- CPL 02-02-069 - CPL 2-2.69 - Enforcement Procedures for the Occupational Exposure to Bloodborne Pathogens
- OSHA Fact Sheet 02/01/1993. Most frequently asked questions concerning the bloodborne pathogen standard.
- U.S. Department of Labor, Occupational Safety and Health Administration (OSHA) Guidance Documents & Resources
- 29CFR 1910.1020 - Access to Employee Medical and Exposure Records
- OSHA Standard Interpretations for 1910.1030 - Bloodborne Pathogen
- UNAIDS. AIDS Epidemic Update, December, 2003.
- Fleming, P.L. et al. HIV Prevalence in the United States, 2000. 9th Conference on Retroviruses and Opportunistic Infections, Seattle, Wash., Feb. 24-28, 2002. Abstract 11.
- Centers for Disease Control and Prevention (CDC). HIV and AIDS - United States, 1981-2001. MMWR 2001;50:430-434.
- Centers for Disease Control and Prevention (CDC). HIV Prevention Strategic Plan Through 2005. January 2001.
- Centers for Disease Control and Prevention (CDC). HIV/AIDS Surveillance Report 2002;14:1-40.
- National Institute of Occupational Safety and Health (NIOSH)

Goal:

This training is provided to help employers provide a safe and healthful work environment for their employees and minimize the possibility of employee exposure to bloodborne pathogens.

Objectives:

- Identify the bloodborne pathogens that pose the most serious threat of exposure in the workplace.
- Identify the characteristics and symptoms of HIV, HBV, and HCV.
- Identify how HIV, HBV, and HCV pathogens are and are not transmitted.
- Identify the basic precautions to prevent exposure, including the use of Standard Precautions and hepatitis B vaccination.
- Identify the requirements for an exposure control plan.
- Identify the signs, labels, and color-coding used to warn of biohazards and bloodborne pathogens.
- Identify the engineering and work practice controls used to prevent contact with, or infection from, blood, body fluids or other potentially infectious materials.
- Identify job classifications and common workplace tasks with reasonable anticipation of contact with blood, body fluids, or other potentially infectious materials.
- Identify the responsibilities of general employees when they encounter a blood spill.
- Identify the appropriate response in the event of a potential exposure to bloodborne pathogens.
- Identify the basic requirements for a Sharps Injury Log, exposure and medical records, and retention and access to these records.

Electrical Safety



Requirement References:

- National Fire Protection Association (NFPA) 1990 70E: Electrical Safety Requirements of Employee Workplaces.
- National Safety Council Data Sheets American National Standards Institute (ANSI) C-2
- Underwriters Laboratories
- National Electrical Code (NEC)
- 29 CFR 1910.330-335 Electrical Safety
- 29 CFR 1910.332 Training: Electrical - Safety-Related Work Practices.
- 29 CFR 1910.333 Selection and use of work practices
- 29 CFR 1910.335

Goal:

To enable hospital workers to correctly apply the principles of hazard recognition and risk management to reduce the financial and personnel cost of workplace accidents caused by electrical hazards.

Objectives:

- Describe the basic terms of electricity and the effects of electric shock on the body.
- Identify the hazards associated with electricity.
- Describe measures for minimizing electric hazards.
- Understand the proper response to an emergency event.

Fire Safety/Patient Evacuation

Requirement References:

- JCAHO Standard EC. 1.7. Life Safety
- JCAHO Standard EC. 2.1 Staff Responsibilities in Environment of Care
- JCAHO Standard EC. 2.10, Fire Drills
- OSHA CFR 29, Section 1910.157 Portable Fire Extinguishers

Goal:

The student will be able to respond correctly to a fire hazard in a health care facility by taking fire prevention measures, properly reporting the fire, protecting themselves and patients, and, if necessary, evacuating properly, and correctly using a fire extinguisher.

Objectives:

- Recognize proper fire prevention measures in a healthcare facility.
- Identify correct procedures for responding to a fire alarm.
- Identify the procedures for protecting patients and/or evacuating from fire or smoke hazards.
- Identify the correct procedures for using a portable fire extinguisher.



Hazard Communication

Requirement References:

- 29 CFR 1900.1200, Hazard Communication
- OSHA Publication Number 3084. "Chemical Hazard Communication"

Goal:

To enable the employee to correctly apply the principles of hazard recognition, risk management, and event response when coming in contact with hazardous chemicals.

Objectives:

- Identify hazardous chemical labeling and labeling requirements.
- Identify where MSDSs can be found and identify the major items of an MSDS.
- Recognize the physical and health hazards inherent with hazardous chemicals.
- Identify ways of controlling the physical and health hazards inherent with hazardous chemicals.

Latex Allergy

Requirement References:

- Preventing Allergic Reaction to Rubber Latex in the Workplace. NIOSH Alert (1997, June 1).
- Latex Allergy. NIOSH Fact Sheet (1997, June).
- What's New: Potential for Allergy to Natural Rubber Latex Gloves and other Natural Rubber Products. OSHA Technical Information Bulletin, (1999, April 12).
- Latex Allergy. American Academy of Family Physicians (1998, January 1).
- Medical Glove Powder Report. FDA, Centers for Devices and Radiological Health (September, 1997).
- Latex Allergy A Prevention Guide. NIOSH Publication No. 98-113, (1998, May 4).
- Latex Labeling Required for all Medical Devices. FDA Talk Paper (1997, September 30).
- Exposure to Bloodborne Pathogens. OSHA's Standard 29 CFR 1910.1030 (1996, February 13).

Goal:

To provide an awareness of the dangers of latex allergies in the healthcare industry and measures to take for managing the risk of latex exposure.

Objectives:

- Recognize the dangers posed by latex in the healthcare environment.
- Recognize the signs and symptoms of possible latex allergy.
- Identify the procedures to manage the risk of exposure to yourself and susceptible patients.
- Know how to respond to an event involving anaphylaxis.



Lifting and Transferring Patients

Requirement References:

There are no regulatory requirements for this lesson.

Description:

Healthcare workers face a high risk of occupational injuries due to frequent lifting and transferring of patients. By using correct methods for lifting and transferring patients, healthcare workers can ensure safety for themselves and for their patients. In this lesson you will learn about the risks involved in lifting and transferring patients, how to plan the movement of patients, and proper techniques for executing common lifts and transfers.

Goal:

The learner will be able to identify the risk involved with lifting and transferring patients and identify correct methods for lifting to reduce injuries.

Objectives:

- List the potential risks involved with lifting and transferring patients and how to reduce these risks.
- Identify the steps for planning the movement of patients.
- Identify proper techniques for common lifts and transfers of patients.

Patient Rights

Requirement References:

- The Complete Guide to the 1999 Hospital Survey Process (Joint Commission, 1999)
- The JCAHO Mock Survey, 1998 Edition
- The JCAHO Survey Coordinator's Handbook
- U.S. Navy-Naval Hospital Home Page, Patient Bill of Rights and Responsibilities
- Yale-New Haven Hospital Risk Management

Goal:

To inform healthcare workers about their role and responsibility to protect patients' rights and to assist hospitals with meeting JCAHO standards for patient rights.

Objectives:

- Describe key elements of a Patient Bill of Rights.
- Define informed consent and describe its application to hospital settings.
- Describe ways to ensure patient privacy and to protect confidential patient information.
- Provide examples of compliance with JCAHO standards for patient rights.



Personal Protective Equipment

Requirement References:

- OSHA Standard, Part 29 CFR, Section 1910.132 Personal Protective Equipment - General Requirements
- OSHA Standard, Part 29 CFR, Section 1910.133 Eye & Face Protection
- OSHA Standard, Part 29 CFR, Section 1910.134 Respiratory Protection (and Appendices)
- OSHA Standard, Part 29 CFR, Section 1910.135 Head Protection
- OSHA Standard, Part 29 CFR, Section 1910.136 Foot Protection
- OSHA Standard, Part 29 CFR, Section 1910.137 Electrical Protective Devices
- OSHA Standard, Part 29 CFR, Section 1910.138 Hand Protection
- OSHA Standard, Part 29 CFR, Section 1910.139 Respiratory Protection for M Tuberculosis
- OSHA Standard, Part 29 CFR, Section 1910.1030 Bloodborne Pathogens Standard
- NIOSH

Goal:

Students will be able to protect themselves from illness or injury by the appropriate use of personal protective equipment.

Objectives:

- Recognize the purpose of personal protective equipment.
- Identify the proper personal protective equipment required to perform a particular job.
- Recognize the training required before using PPE, including the limitations of the PPE.
- Identify the requirements for inspecting, maintaining, and disposing of personal protective equipment.

Restraint and Seclusion

Requirement References:

- Acute Medical and Surgical Care Restraint Standards
- Behavioral Healthcare Restraint and Seclusion Standards
- 42 CFR 482.13 (e) and (f)

Description:

This lesson describes the legal requirements for the use of restraints and seclusion and defines these terms. It covers the different types of restraints and standards for their use, including patients' rights, orders, application of restraints, monitoring, and documentation. The lesson also covers the safe use of restraints as well as alternatives to using restraints and seclusion.

Objectives:

- Identify the legal requirements for the use of restraints and seclusion and define the terms restraint and seclusion.
- Describe standards for use of restraints in acute medical and surgical care settings, including patients' rights, orders, monitoring, and documentation.
- Describe standards for use of restraints and seclusion in behavior management settings, including patients' rights, orders, monitoring, and documentation.
- Identify how to use restraints safely.
- Identify alternatives to restraints and seclusion.



Security and Workplace Violence

Requirement References:

- JCAHO Standard EC. 1.4 A Management Plan Addresses Security Standard
- JCAHO Standard EC. 2.1 Staff Responsibilities in Environment of Care Standard
- NIOSH
- OSHA "Violence in the Workplace"
- OSHA 3148 Guidelines for Preventing Workplace Violence for Healthcare and Social Service Workers
- OSHA Fact Sheet # 96-53 Protecting Community Workers Against Violence
- DHHS - Guidelines for Understanding and Responding to Violence in the Workplace. 1996

Description:

More assaults occur in the healthcare and social service industries than any other! Almost two-thirds of the non-fatal assaults reported from all workers occurred in the healthcare industry.

Goal:

The student will understand the risks of violence in the workplace and learn how they can protect themselves and fellow employees from harm.

Objectives:

- Define workplace violence.
- Recognize the factors that increase the risk of workplace violence for healthcare workers.
- Identify the four categories of workplace violence.
- Identify how to prevent security violations and violent events.
- Identify actions to take when involved in a breach of security or violent event.
- Identify response and reporting actions after a violent incident takes place.

Sexual Harassment

Requirement References:

- Title VII of the Civil Rights Act of 1964 DEFINITIONS SEC. 2000e. (Section 701)
- UNLAWFUL EMPLOYMENT PRACTICES SEC. 2000e-2. (Section 703)
- Impact of the U.S. Supreme Court Decisions on Employer Liability for Sexual Harassment

Goal:

To train medical facility administration and staff in recognizing, reporting, and preventing incidents of sexual harassment in the workplace.

Objectives:

- Identify behaviors that might be considered sexual harassment.
- Identify the proper actions people should take if they experience or witness sexual harassment.
- Identify actions an employer can take to prevent sexual harassment.
- Identify the actions an employer is expected to take if sexual harassment is reported.



TB Protection for Healthcare Workers

Requirement References:

- Centers for Disease Control and Prevention (CDC) Guidelines for preventing the Transmission of Mycobacterium Tuberculosis in Healthcare Facilities, 1994, October 28, 1994/Vol. 43/No.RR-13
- OSHA Directives - CPL 2.106 - Enforcement Procedures and Scheduling for Occupational Exposure to Tuberculosis, February 9, 1996
- OSHA Title 29 CFR 1910.139. Respiratory Protection for M. Tuberculosis.

Description:

Every effort should be made to protect healthcare workers against the hazards of tuberculosis, TB, infection. This lesson provides awareness training for controlling the spread of TB in healthcare settings.

Goal:

The goal of this lesson is to provide awareness training for protecting healthcare workers against the hazards of tuberculosis (TB) infection and for controlling the transmission of TB in healthcare settings.

Objectives:

- Recognize the hazards of TB transmission, the difference between TB infection and TB disease, and the signs and symptoms of TB.
- Identify the potential for occupational exposure to TB, including situations with increased risk.
- Identify the control measures for reducing or eliminating work-related TB infections.
- Identify the purpose of skin testing and the significance of a positive test result.
- Identify the treatment for TB infection and TB disease, including isolation requirements.