



CONFIDENTIALITY INFORMATION OBLIGATION

I acknowledge I have received a copy of my job description and understand the scope of my job responsibilities. In order to perform my job as described, I understand I am privileged to various forms of confidential information.

I understand I am responsible for protecting the confidentiality of all information, both written and verbal, regarding patients, staff or other hospital business. I understand said information is not to be used, released or discussed with anyone outside the hospital or with other employees not directly related to the course or content of the information. For example: employee's may only discuss their wage with the Department Manager, Payroll Department Representative or the CEO, but not with other coworkers not directly involved with the employee's wage.

I understand this agreement includes all types and forms of information including, but not limited to, verbal communications, hard copy paper documents, computer disks, email, film, video, audio and all forms of electronic media.

By signing below, I indicate my obligation to treat such information responsibly and confidentially. I further understand that failure to do so is a violation of the Company policy and will result in disciplinary action up to and including termination.

Employee's Signature

Date

CONFLICT OF CARE

Employees whose cultural values, sense of ethics, or religious beliefs conflict with the care or treatment of patients are expected to immediately report such conflicts to their department manager. The department manager will review the request to determine whether a reasonable accommodation can be made, while ensuring that such a request will not otherwise negatively affect patient care.

Due to religious, cultural, or ethical beliefs, I request the following:
(sign all applicable statements)

I will not assist with blood transfusions due to religious affiliation.

Signature _____
Date

Other: *(Please provide specific information as to the accommodation requested and the reason for the request.)*

I will not _____

Signature _____
Date

I DO NOT feel my cultural values, sense of ethics, or religion’s beliefs would conflict with patient care.

Signature _____
Date

Return this form to Human Resources

Department Manager Acknowledgement & Signature _____
Date

ENVIRONMENT OF CARE (SAFETY MGMT, LIFE SAFETY & SECURITY TEST)

1. If you discover a fire or smoke, the first thing you would do is:

- a. Call "0" and report the fire
- b. Close all windows and doors
- c. Pull the nearest fire alarm
- d. RESCUE

2. The fire alarm system is composed of which of the following components:

- a. Manual pull station alarms
- b. Automatic smoke detectors
- c. Automatic sprinkler heads
- d. All of the above

3. If there is a fire and you are trapped in a room which of the following is correct:

- a. Open window to outside to allow smoke to escape (or climb out on the ground)
- b. Lie on the floor, next to the door, with a wet towel over your nose and mouth, staying calm until help arrives
- c. All of the above

4. Safety is everyone's job!

- TRUE FALSE

5. In the event of a fire, Code Red, you should: Rescue, Alarm/Alert, Contain/Confine, Extinguish

- TRUE FALSE

6. When an alarm sounds or a call regarding a fire is received, the first action to take is:

- a. Silence the alarm
- b. Call the fire department
- c. Identify the problem location
- d. Announce the location

7. Electrical shock occurs when:

- a. You touch a plug
- b. Current flows through the human body
- c. You put a DC plug into an AC socket
- d. None of the above

8. Match the code with the correct definition:

- a. CODE RED Medical Emergency/Cardiac Arrest
- b. CODE BLUE Security/Bomb Threat
- c. CODE TRIAGE Hazardous Materials Release
- d. CODE GREY Disaster Plan Implemented
- e. CODE ORANGE Fire

9. A small electrical shock to a healthy individual usually causes an immediate "let go" reflex.

- TRUE FALSE

10. A severe electrical shock usually kills by stopping the heart and breathing.

- TRUE FALSE

BLOODBORNE PATHOGENS

Please answer True or False.

<input type="checkbox"/>	1. Standard precautions apply to all patients regardless of their diagnosis.
<input type="checkbox"/>	2. You can catch blood borne pathogens from the air.
<input type="checkbox"/>	3. The OSHA law prohibits eating, drinking, or applying cosmetics in any patient care area where infectious material is present.
<input type="checkbox"/>	4. Sharps disposal containers must be changed when 3/4 filled.
<input type="checkbox"/>	5. You don't have to wear personal protective equipment (PPE) if it is annoying or uncomfortable.
<input type="checkbox"/>	6. Every time you remove your gloves, you must wash your hands with soap and running water or use an alcohol-based hand sanitizer.
<input type="checkbox"/>	7. Broken used blood collection bottles (tubes) can be picked up off the floor with gloved hands.
<input type="checkbox"/>	8. Universal/Standard Precautions must be utilized by nursing staff, administration, environmental services staff, or all employees.
<input type="checkbox"/>	9. Healthcare associated infections (nosocomial infections) cause approximately 90,000 deaths annually in the U.S.A.
<input type="checkbox"/>	10. Hand washing is the most important and least expensive measure to prevent transmission of healthcare associated infections.