

# Orientation to CRMC



# Emergency Codes

<b>RED</b>	<b>FIRE</b>
<b>BLUE</b>	<b>MEDICAL EMERGENCY</b>
<b>BLUE MATERNAL</b>	<b>MEDICAL EMERGENCY – MATERNAL</b>
<b>GREY</b>	<b>IMMEDIATE SECURITY ASSISTANCE REQUIRED</b>
<b>PINK</b>	<b>INFANT OR CHILD ABDUCTION</b>
<b>ASSIST</b>	<b>IMMEDIATE LIFTING HELP NEEDED</b>
<b>PURPLE</b>	<b>ED HOLDING PATIENTS</b>
<b>SURGE</b>	<b>ED INCOMING PATIENT SURGE</b>
<b>TRIAGE</b>	<b>INTERNAL OR EXTERNAL DISASTER</b>
<b>TRIAGE STAND-BY</b>	<b>POSSIBLE INTERNAL OR EXTERNAL DISASTER</b>
<b>ORANGE</b> - LEVEL N - LEVEL B - LEVEL C	<b>HAZARDOUS MATERIALS:</b> - NUCLEAR EVENT - BIOLOGICAL EVENT - CHEMICAL EVENT
<b>YELLOW</b>	<b>BOMB THREAT</b>
<b>SILVER</b>	<b>HOSTAGE SITUATION</b>
<b>ZERO</b>	<b>ACTIVE SHOOTER</b>
<b>BLACK</b>	<b>ELECTRICAL LOSS/UTILITY FAILURE</b>
<b>INCLEMENT WEATHER</b>	<b>CONDITIONS PAGED OVERHEAD AS INFO RECEIVED FROM NWS</b>
<b>FACILITY EVACUATION</b>	<b>INFO PAGED OVERHEAD; EMPLOYEES DIRECTED TO RETURN TO DEPTS</b>

# Workplace Violence

**Workplace violence** is defined as violent acts that are directed toward persons at work or on duty. Examples of violence include (but are not limited to) threats, physical assaults, and muggings. Anyone who works in a hospital or healthcare facility may become a victim of violence. Students and instructor who have the most direct contact with patients are at higher risk. Violence may occur anywhere in the hospital or healthcare setting, but it is most frequent in psychiatric units, emergency rooms, waiting rooms and geriatric units. You should be on the alert for signals that may be associated with impending violence:

- Verbally expressed anger and frustration
- Body language such as threatening gestures
- Signs of drug or alcohol abuse
- Presence of a weapon

# Workplace Violence

You can use these basic strategies to protect yourself against workplace violence:

- Be alert to signals and situations associated with increased risk for violence.
- Evaluate each situation for potential violence when you enter a room or begin to interact with a patient or visitor.
- Be vigilant throughout the encounter.
- Don't isolate yourself with a potentially violent person
- Always keep an open path for exiting – don't let the potentially violent person stand between you and the door.
- Alert your supervisor to any concerns about safety or security.
- If you can't defuse the situation quickly, remove yourself from the situation and call for help.
- Report any violent incidents to your manager.

# Workplace Violence

According to CaroMont Health's Violence Response Plan, it is the responsibility of individual students and instructors to be cautious when confronted with a behavioral situation or potentially violent situation and to put their own safety first. All measures to prevent or avoid conflict must be employed, and if in doubt, you should seek to withdraw from potentially threatening situations until appropriate assistance and support is available. You should contact Safety and Security if you need assistance at any time. It's important that you report all incidents related to workplace violence.



# Influenza

You can easily pick up the flu virus on your hands. Did you know that flu viruses can live for hours on surfaces such as desktops, phones, keyboards, and door knobs? And, you can spread flu virus and infect other people before you start to feel sick, have symptoms or even know if you have the flu. You can also spread the flu while taking antiviral medicines to treat flu. Symptoms of the flu are:

- fever
- Chills
- Sore throat
- Cough (usually dry)
- Headache
- Body/muscle aches
- Feeling tired

Some adults and children also have vomiting and diarrhea

# Influenza

The best way to protect yourself from flu is to get a flu vaccine. This also helps you prevent bringing the flu virus home to your family or to work from home. Get your flu vaccine early.

Try to stay healthy – wash your hands, cover your cough or sneeze, eat well and get enough sleep. Stay away from people who appear sick. If you're taking care of them, wash your hands well and use proper precautions.

If you think you have the flu, you should not come to work. Don't share flu at work, school or in public places.

Healthy people generally recover from the flu after a few days of rest, home care and fluids. Most people don't need prescription medicines to treat flu. Call your health care provider if you're at risk for complications or if you have severe symptoms that need treatment.

# Influenza

If you see patients coughing or sneezing, give them a standard mask. Be sure they put the mask on and tell them to wear it at all times. Visitors who are sick should not visit patients.

Droplet and Standard Precautions are recommended when caring for patients with suspected or confirmed flu. Use a surgical mask for all patient care with patients who are coughing, sneezing, or who are on respiratory droplet precautions. Put on your surgical mask before you enter the patient's room. In an open area, put on your mask before you get within 3-6 feet of the patient.

N95 respirators should be used for procedures that may generate aerosol flu virus particles in the air (intubation, suctioning, bronchoscopy, etc.) N95 respirators must be 'fit tested' every year. Do a 'fit check' before every use to check for a good seal.

# Influenza

Who should get the flu vaccine?

- Healthcare workers
- Adults and children with chronic medical conditions
- Persons in nursing homes or assisted living facilities
- Anyone 6 months or older – unless there's an allergy or true medical reason not to get the vaccine

According to the CDC, influenza vaccine is safe for pregnant women and their babies. The risks of getting the flu outweigh risks from the vaccine. If you are pregnant or think you may be pregnant, please check with your health care provider before you get the flu vaccine through Employee Health.

Do not get a flu vaccine if you have:

- had a severe allergic reaction to eggs
- had a severe reaction to flu vaccine
- a history of Guillain-Barre syndrome

# Influenza

If you're allergic to Thimerosal, ask for a preservative-free vaccine. If you're allergic to latex, ask for a latex free vaccine.

If you have a moderate-to-severe illness with a fever, wait to get your vaccine until you're better. If you have questions about getting a flu vaccine, talk with your health care provider.

There are no documented cases of a person getting the flu virus as a result of receiving a flu shot. The parts of the flu virus used to make flu shot vaccines are killed or weakened before being used to make vaccines.

The nasal flu vaccine (FluMist®) is made with weakened flu viruses. FluMist is only an option for healthy people who are ages 2-49 and who are not pregnant. Some healthcare workers can use FluMist but it is not approved for those who care for patients with severely weakened immune systems such as bone marrow transplant patients.

# Influenza

Some people may get sick from a 'cold' or other illness or may already be infected with the flu virus before they are fully protected by the vaccine. It takes about 2 weeks after receiving the vaccine to develop immunity.

Flu vaccines teach your body's immune system to recognize flu viruses so you can be prepared to fight the flu if you are exposed. Flu vaccines do not protect against the common cold, bacteria, other viruses, or allergies.

Flu vaccines are at least 70%-90% effective in preventing the flu for people under age 65. It may be less effective in older people or people with weakened immune systems. Even if a person does get the flu after getting a flu vaccine, his/her illness may be milder.

Getting a flu vaccine helps prevent serious illness, hospitalization and death.

# Influenza

A sore or red arm where the flu shot was given is the most common side effect from the flu shot. This usually goes away in a few days. Serious problems from a flu vaccine are very rare. The risk of a severe allergic reaction from a flu vaccine is less than 1 in 4 million. CaroMont Health (as well as many other health care organizations) requires all employees, students, and instructors to either receive their flu vaccine or sign a declination statement. Did you know you may get a FREE flu vaccine? CaroMont Health provides flu vaccines for CaroMont Health employees, retired employees medical staff, volunteers (including chaplains), contract employees (with permanent CaroMont ID), students/instructors, and board members. Seasonal flu vaccines can be given any time before or during flu season, but the sooner you get your vaccine, the longer you'll be protected. Protection lasts 12 months or more.

# Electrical Outlets at CRMC

CRMC utilizes several different types of electrical outlets for different equipment requirements. The outlets use specific color coding to indicate a particular purpose:

- Red outlets – Emergency Power
- Yellow outlets – Housekeeping
- Tan/Beige outlets – Normal everyday use
- Gray – Flow Carts (formerly known as computers on wheels)

Different types of equipment require specific amounts of power to charge and/or operate properly. The different colored outlets indicate that the electrical line can supply the amount of needed amperage or power to function. If the proper receptacle is not used, the high draw of electricity can cause overheating, and increases the possibility of a fire.

# Electrical Outlets at CRMC

Power strips provide extra outlets when needed, and must be used properly and safely. Power strips are to be used for computers or computer-related equipment only. *Never form a chain of power strips for any reason!* This is a dangerous and unsafe practice, and can result in damage to equipment. Also, this unsafe practice causes an overload to the outlet mounted in the wall, increasing the potential for a fire in the wiring behind the wall. Never plug more than one power strip into any outlet. This also can result in overloading the outlet, which increases the risk of fire.



# Formalin Safety

Formalin is used throughout the facility for special reasons. Because you may be working in or passing through an area that contains formalin, it is important that you have some information about what it is and how it can affect you.

**What is Formalin?** Solutions of formaldehyde stabilized with methanol are typically found in health care settings. In some areas of health care, formaldehyde gas is placed in solution, and is known as formalin. Formaldehyde is a suspected cancer causing agent. When handling formalin, it is important to remember that specific safety rules must be carried out.



# Formalin Safety

The Occupational Safety and Health Administration (OSHA) has a set of guidelines for employers to follow to make sure the working environment is safe when formalin products are being used. OSHA states that employers must:

- Make a Material Safety Data Sheet (MSDS) available.
- Provide written training materials.
- Provide medical surveillance to employees.
- Monitor the workplace for unsafe situations.



**Occupational Safety  
and Health Administration**

# Formalin Safety

Formalin is safe, when it is used according to guidelines. But there can be some potential health effects if you do not follow safety guidelines and proper procedures. Some of the possible health effects include the potential to cause cancer and breathing problems from prolonged or repeated exposure. When you work with formalin over a long time, symptoms can develop over time and the effects may not be noticed right away. Contact with the eyes can cause problems. Follow these guidelines for using personal protective equipment:

- Store all personal protective equipment (PPE) away from all types of chemicals.
- Always inspect your PPE before use.
- Change your gloves frequently and don't reuse your PPE.
- When you are working with formalin, work under an exhaust hood.

# Formalin Safety

The packaging of any product is called primary containment. When you add another method to catch a product when it spills, it is known as secondary containment and serves to "catch" the formalin if the primary container leaks or breaks. The best way to avoid a spill is to inspect the chemicals in your work area every day. Check containers and drums regularly for leaks, cracks and poor packaging. Do not use chemicals that you are not properly trained to use. Training is necessary to use formalin and all other chemicals. Cleaning up small spills is usually quick and easy. If you find a leaking container, follow these steps:

- Place leaking containers in well-ventilated areas and notify your supervisor. Use the Hazardous Spill
- Plan to assist you in making decisions.
- The Housekeeping Department can help you during clean up.
- Contact the Safety Department if you require any help or additional training.

# Formalin Safety

Sometimes, even when you work safely and are watching for problems, spills can happen. If an accidental spill happens, **DO NOT** leave the area and do nothing! Small spills are usually quick and easy to clean up. If a large spill happens, you must move quickly and safely to protect yourself and others around you. The best action is to use the **RAIN** principle:

- **R**ecognize that a spill has occurred.
- **A**void the area by closing doors as you go out. Sprinkle neutralizer on the spill if available.
- **I**solate the area and keep people away for their safety.
- **N**otify your supervisor, who will call for the proper help in returning the work area to a safe operation.