

POLICY MANUAL

Subject: Nursing Dept. Safety Guidelines **Effective Date:** 7/6/93

Initiated By: Cinde Stewart
Director of Nursing

Approved By: William C. Anderson
Medical Director

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POLICY:

Nursing staff strive to maintain a safe environment for all persons associated with the department.

PROCEDURE:

1. Nursing staff comply with all policies and procedures contained in the organization Safety and Infection Control Manuals, incorporated herein in entirety by reference.
2. Nursing staff practice sound body mechanics principles when lifting, stooping, etc., to perform job duties. Specifically:
 - a. Weight is lifted close and held to the body trunk, using the leg muscles to lift.
 - b. Personnel stoop to pick up items; they do **NOT** lift by bending from the waist.
 - c. Personnel ask for assistance as needed.
3. Nursing staff visually survey the environment daily for safety hazards. These may include frayed electric cords, malfunctioning equipment, blocked hallways, etc. Hazards are corrected or reported to plant technology for repair as indicated. The Safety Director is notified of any safety hazard posing an immediate danger to persons.

4. Staff are trained on and practice proper hand washing technique, based on CDC recommendations.
5. Medical equipment and devices are cleaned and sanitized on a regular basis (based on manufacturer and CDC recommendations—See related policies).
6. Licensed nurses comply with medication policies and procedures as outlined in the Nursing and Pharmacy sections of the Manual, incorporated herein in entirety by reference. Nurses practice the 5 Rights (i.e. Right Patient, Right Medication, Right Dose, Right Time, and Right Route) when giving any medication, checking these three times prior to administration.
7. In addition, the following policies and procedures are incorporated herein by reference:
 - a. Safety of Intoxicated and / or Disoriented Patient
 - b. Seizure Precautions
 - c. Violent Patient Management
 - d. Cardiopulmonary Arrest
 - e. Medical Emergency on Grounds
 - f. Automatic External Defibrillator Use