

Human Resources standard 2.10: Staff members, students and volunteers are oriented to their jobs as appropriate and the work environment before providing care, treatment and services.

As appropriate, each staff member, student and volunteer is oriented to the following:

Element of Performance 1. The hospital's mission and goals

Element of Performance 2: Hospitalwide policies and procedures (including safety and infectious control) and relevant unit, setting or program-specific policies and procedures

Element of Performance 9: The hospital assesses and documents each person's ability to carry out assigned responsibilities safely, competently and in a timely manner upon completion of orientation.

Evidence of Compliance	Evidence of Performance Improvement
<p>Orientation policies dictate and hospital records indicate appropriate training on:</p> <ul style="list-style-type: none"> <input type="checkbox"/> blood borne pathogens <input type="checkbox"/> hazardous chemicals <input type="checkbox"/> hazardous waste management <input type="checkbox"/> universal waste management <input type="checkbox"/> medical (infectious) waste segregation <input type="checkbox"/> solid waste segregation (to support hospital recycling programs) <input type="checkbox"/> DOT hazardous materials shipping requirements <p>Orientation records document training on personal protective equipment, e.g.:</p> <ul style="list-style-type: none"> <input type="checkbox"/> gloves <input type="checkbox"/> gowns <input type="checkbox"/> face shields <input type="checkbox"/> hard hats <input type="checkbox"/> safety glasses <input type="checkbox"/> chemical splash goggles <input type="checkbox"/> respirators <input type="checkbox"/> Respirator training and fit testing completed for all new employees requiring respirator training <p>Orientation records document additional training on environmental hazards, such as:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Hazardous chemical spill response/cleanup at either awareness or response level <input type="checkbox"/> Proper collection/packaging/labeling of hazardous and universal wastes <input type="checkbox"/> Asbestos awareness training to any staff likely to disturb asbestos containing building materials <input type="checkbox"/> Chemical specific training when mandated by law or when employee exposure likely <input type="checkbox"/> Competency testing records from orientation indicate competency on above requirements. <input type="checkbox"/> Orientation records document staff knowledge of hospitalwide, unit or program policies 	<ul style="list-style-type: none"> <input type="checkbox"/> Each staff member, student, volunteer is oriented to how reducing pollution reduces risk <input type="checkbox"/> Records indicate training, testing on P2 concepts, application to community health <input type="checkbox"/> Orientation records indicate review of organization's environmental policy.