


Name of Policy: <u>Safety</u> Policy Number: 3364-110-12-02 Department: Nursing Service Approving Officer: Interim Chief Nursing Officer (CNO) Responsible Agent: Interim Chief Nursing Officer Scope: The University of Toledo Medical Center	 Effective Date: 7.1.2021 Initial Effective Date: 5/1981
<input type="checkbox"/> New policy proposal <input type="checkbox"/> Major revision of existing policy	<input type="checkbox"/> Minor/technical revision of existing policy <input checked="" type="checkbox"/> Reaffirmation of existing policy

(A) Policy Statement

Compliance with established institutional safety guidelines is recognized as a responsibility of all Nursing Service employees.

(B) Purpose of Policy

To provide guidelines for promotion of a safe work environment, and the prevention of accidents.

(C) Procedure

1. It is expected that all Nursing Service employees will strive to deliver safe nursing care and maintain a safe work environment by adhering to established institutional safety guidelines.
2. The nursing staff has the responsibility of advising patients, families and visitors of the institutional safety guidelines and their responsibility in complying with them.
3. All accidents and irregular occurrences should be addressed and managed in accordance with the established Administration and Nursing Service policies.
4. Nursing staff should exercise special caution and judgment in providing patient care for the aged, critically ill, young children and all other patients unable to assume the responsibility for their own well-being.
5. Nursing staff will adhere to professional standards and institutional policies to reduce the risk of medical and medication errors.
6. Beds kept in the low position, bed wheels locked, call light within reach, side-rails positioned upright as needed (max 3 of 4), are recognized as methods to maintain a safe patient care environment.
7. Smoking and tobacco use is prohibited in and on all properties on the University of Toledo Health Science Campus. See policy 3364-60-01.
8. The use of personal electrical appliances is prohibited by hospital patients, except as outlined in Administration Policy S-08-020.
9. If a patient or family refuses to follow safety guidelines, the non-compliance is to be documented along with the instructions given and corrective actions taken by the staff.
10. In cases of fire or other emergencies, the Nursing Staff should follow established protocols.
11. The Nursing Staff should maintain a safe work environment by proper utilization, maintenance, and disposal of equipment.

12. Caution and extreme care should be exercised in the handling and disposal of contaminated needles or other sharp equipment items. Disposal of needles should be done in compliance with established Infection Control Policies.
13. All patients will be identified by means of a legible identification band which is placed on the wrist unless a medical condition justifies placement on a lower extremity.
14. The Infection Control Policy for Standard Precautions will be followed.

<p>Approved by:</p> <p>/s/ _____ Todd Stec, RN Interim Chief Nursing Officer</p> <p style="text-align: right;">_____ Date</p> <p><i>Review: Policy & Standard Committee, 8/2010, 9/13, 6/15, 8/18, 7/21</i> <i>Revision Completed By: Nancy Gauger, MSN, RN</i></p>	<p>Review/Revision Date:</p> <p>1982 1993 8/1/18 1983 5/1999 7/1/21 1984 5/2001 1985 1/2005 1986 9/16/2008 1987 8/31/2010 1988 9.1.2013 1989 6/26/2015 1990</p> <hr/> <p>Next Review Date: 7/2024</p>
<p>Policies Superseded by This Policy: 12-02</p>	
<p><i>It is the responsibility of the reader to verify with the responsible agent that this is the most current version of the policy.</i></p>	