

SAFETY IN THE WORKPLACE

Course	Rationale
<i>Practicum in Health Science</i>	An understanding of safety as it relates to community and self is necessary for the delivery of quality health care.
Unit I	Objectives
<i>Preparation for Practicum</i>	Upon completion of this lesson, the student will be able to: <ul style="list-style-type: none"> • Observe safe procedures in the administration of client care • Demonstrate these safe procedures in the clinical setting
Essential Question	Engage
<i>Why are safety practices so important in the workplace?</i>	Ask students if they can define the term “job hazard.” Write possible definitions on the board as students suggest them. See if everyone can agree on a definition, such as: <p style="text-align: center;">A job hazard is anything at work that can hurt you, either physically or mentally.</p>
TEKS	
<i>130.205 6A, 6B, 6C, 6D</i>	Show safety video clips found on www.prevent-it.ca to start discussion.
Prior Student Learning	Key Points
<i>Chain of Infection</i>	I. Meaning of safety <ul style="list-style-type: none"> A. Freedom from danger, risks, injury B. An attitude or way of reacting toward hazardous, or unsafe, conditions that will protect both the health care provider and the client/resident C. Any unsafe practice should be reported immediately D. Horseplay has no place in a health care setting, because it can lead to an accident
Estimated time	II. Causes of accidents <ul style="list-style-type: none"> A. Poor judgment – not recognizing the danger in a situation B. Physical limitations – lack of ability to avoid or prevent an accident C. Lack of training D. Some environments are hazardous; identification of these hazards will help to prevent accidents E. Not knowing the client, identifying the wrong client, or not knowing the client’s abilities
<i>3-7 hours</i>	

III. OSHA

A. Occupational and Safety Act of 1970

- B. Under the Department of Labor; Secretary of Labor can enforce laws requiring safety in the work place

IV. Client care safety

A. Bed safety

1. Keep bed at working height if caring for a client in bed
2. When leaving a room or getting a client out of bed, lower the bed to the lowest level
3. Watch for bed cranks, wheels, and linen to trip people
4. Children's environment should be adjusted dependent upon the child's age and developmental ability
5. Lock wheels on bed at all times
6. Wash hands before and after caring for client/resident
7. Side rails on a bed are viewed as a restraint and should only be used if directed to do so

B. Wheelchair safety

1. Push wheelchairs from behind except going in and out of elevators or down curbs or ramps; then back in to elevator or down ramp
2. Fasten safety straps to secure the client/resident
3. Do not let client's lap cloth drag on the floor
4. Set brakes when chair is still
5. Park chair in a safe place out of the traffic
6. Pad chair to prevent pressure and possible skin breakdown
7. Wash hands before and after caring for a client/resident

C. Stretcher/Gurney safety

1. Strap client onto stretcher with arms at side or folded against the chest
2. Cover the client but don't let the cover drag on the floor
3. Stand and push at client's head, except when going down ramp; then stand at feet and control the descent of the stretcher
4. Never move a stretcher at a fast pace
5. Never leave a client unattended unless instructed to do so by the person in charge
6. Set brakes on parked stretcher
7. Wash hands before and after caring for a client/resident

D. Restraint safety

1. There are many types of restraints: soft, leather; wrist, waist, and vest
2. Restraints require a doctor's order to be applied
3. Restraints should be applied only to the level of keeping the client and others safe
4. If a restraint is tied, the knots should not be placed at a bony prominence or in an area where pressure sores might develop

5. If a client is restrained, he/she should be checked every 15-30 minutes; restraints should be released every 2 hours
 6. Restraints should be used only for the duration ordered or for the duration of usefulness
 7. Restraints are tied to the bed frame, not the side rails
 8. The limb restrained should be checked frequently for impaired circulation – blueness, swelling, or pale
 9. Use a clove hitch knot or double clove hitch knot
- E. General safety with clients
1. Identify client prior to giving care by looking at client identification bracelet
 2. Perform the five checks before leaving any client's/resident's room:
 - a. Check to see if side rails are up (if supposed to be); is bed the same as when you entered – i.e. HOB up if tube feeding in place?
 - b. Is bed in the lowest position?
 - c. Is client comfortable and in good alignment?
 - d. Are call bell and supplies within reach?
 - e. Are wheels of bed locked?
 3. Always wash hands before and after giving care.
- F. Oxygen safety
1. Oxygen does not burn, but it supports combustion
 2. Flammable materials such as oils should not be used around oxygen
 3. Store and use oxygen safely away from hot sources and sunlight
 4. Keep oxygen on a stand; tanks that fall can begin spinning out of control if the oxygen begins to leak; don't use if tank is cracked or you have difficulty in opening the tank
 5. Humidify oxygen
 6. Give skin care regularly, especially to nasal area
 7. Crack tanks away from your eyes and the eyes of others
 8. Use only oxygen that is designated safe for humans – with USP on tank standing for United States Pharmacopoeia
 9. Always use a regulator on an Oxygen tank
- V. Housekeeping safety
- A. Clean spills immediately
1. If the spill origin is unknown, it should be considered to be a hazardous substance
 2. Caution signs must be displayed after spill has been cleaned and floor is still wet
- B. Housekeeping equipment must be stored out of the way when not in use; staff should help clients to keep their areas neat, clean, and tidy
- C. Check linens for pins, dentures, lancets, etc. before sending to laundry

- D. Light bulbs must be replaced immediately after burning out
- E. Paper towels must be made available at all times; empty dispensers must be reported immediately
- F. Never mix solutions; for example, a mixture of bleach and ammonia can form poisonous fumes
- G. Read labels of solutions three times before using:
 - 1. when removing from shelf
 - 2. when pouring
 - 3. when replacing

VI. Fire safety

- A. In health care setting, fire is one of the greatest concerns
- B. Prevention is the number one item in a health facility's safety program
- C. Three elements needed for fire (fire triangle) – all elements must be present
 - 1. fuel
 - 2. heat
 - 3. oxygen
- D. To stop a fire, at least one element must be removed
- E. If fire occurs -- RACE
 - 1. R = Rescue
 - 2. A = Alarm (pull alarm or call operator)
 - 3. C = Contain (shut windows and doors, or contain with pillow or blanket)
 - 4. E = Evacuate (if fire and smoke a threat)
 - a. know when and how to evacuate
 - b. know where fire exits are located
 - c. maintain fire extinguishers clear of obstructions
 - d. know your responsibilities in a fire/evacuation situation
 - e. smoke and panic kill more people than the fire itself
 - f. evacuate the ambulatory first, then wheelchair bound, last bed bound
- 5. Fire extinguishers
 - a. Class A = Common combustibles – ash is the by-product – contain pressurized water
 - b. Class B = Flammable liquids -- contains carbon dioxide
 - c. Class C = Electrical -- contains potassium bicarbonate or chloride, which can be irritating to the skin or eyes
 - d. Class D = Combustible metals i.e. magnesium, verillium
 - e. An ABC fire extinguisher can be used on all types of fire
- 6. Use of fire extinguisher -- PASS
 - a. P = Pull pin
 - b. A = Aim at base

- c. S = Squeeze handle
- d. S = Sweep nozzle from side to side to displace oxygen away from fire
- 7. Never use an elevator in the event of a fire as it creates a draft
- 8. Windows should not be opened if there is a fire as it creates a draft
- 9. If smoke is coming from under a door, the door is hot to the touch, or the doorknob is hot to the touch, DO NOT OPEN THE DOOR

VII. Electrical safety

- A. Electricity is a vital part of health care; today's delivery of health care is not possible without electricity
- B. Dangers of electricity include
 - 1. Electrical shock
 - 2. Fire
 - 3. Explosion
 - 4. Burns
- C. Two things to remember about electricity
 - 1. Follows the path of least resistance.
 - 2. Always seeks ground – which is why ground wires have been placed on all equipment in the hospital
 - 3. Ground wires allow electricity to flow back to the grounding system and prevent it from flowing through unwanted conductors – i.e. people
- D. Basic working of electricity
 - 1. It flows in a circle or circuit
 - 2. Danger is when a person becomes part of the circuit
 - 3. This happens if electricity is allowed to leak
 - a. shorts
 - b. frayed cords
- E. Effects on people
 - 1. Disrupts the body's own electrical currents causing pain, paralysis, and muscle contraction
 - 2. The heart is especially vulnerable because it has its own electrical current
 - 3. Skin is an insulator; clients can be vulnerable to even small shock because the skin is less resistant due to wetness, cuts and wounds, IV's, catheters, etc.
- F. Prevention
 - 1. All equipment should have three prongs; never use cheaters
 - 2. Check cords for frays and cracks
 - 3. Personal equipment should be checked by the medical emergency department for safety
 - 4. Follow manufacturer's instructions for use and maintenance of

equipment

5. Disconnect and report tools or equipment that sparks, gets too hot, stalls, trips the breaker, or gives shocks

VIII. Hazard Communication

- A. Right to Know bill that is Federal law since 1987
- B. States the responsibility of employers in regards to hazardous substances in the work environment
- C. OSHA oversees compliance
- D. Comprehensive list of all products that contain hazardous chemicals must be kept in the health care facility.
- E. Unidentified spills in the health care environment should be cleaned by Environmental Services
- F. MSDS – Material Safety Data Sheet must be maintained on every substance that is on the comprehensive list of all products
- G. MSDS must contain
 1. manufacturer's name and address
 2. safety exposure limits
 3. symptoms of over-exposure
 4. emergency procedures
 5. fire and explosion information
 6. special protection information
 7. health hazards
 8. spill/leak information
 9. hazardous ingredients
 10. physical information
 11. modes of body entry
 12. special precautions
- H. MSDS Labels and meaning
 1. All hazardous materials containers must be labeled
 2. If label is missing, illegible, worn, or incomplete – it must be replaced
 3. Chemical name must be present
 4. Health hazard must be indicated
 5. Level of flammability must be indicated
 6. Level of reactivity also indicated
 7. Personal protective equipment required must be on MSDS form
 8. Rating – 0 = no hazard
 - 1 = slight hazard
 - 2 = moderate hazard
 - 3 = high hazard
 - 4 = extreme hazard

- 9. Failure to comply results in fine – possibly up to \$10,000 per container violation

IX. Driving Safety

- A. Wear a seat and shoulder belt while driving
- B. NEVER exceed the posted speed limit
- C. Must have and maintain a VALID Texas driver's license
- D. All drivers must have and maintain CURRENT proof of insurance
- E. If you are involved in a vehicle accident while working, contact the supervisor or manager immediately

X. Dealing with Difficult People

- A. DO NOT get involved in an altercation; tell the manager
- B. DO NOT argue or confront someone who may be intoxicated; excuse yourself politely and get the manager
- C. Always use your best judgment in any situation

Activity

- I. Role play workplace scenarios using safety hazard pictures
- II. Evaluate safety at job site utilizing the Safety Checklist
- III. Complete the MSDS activity
- IV. Complete the Emergency Plan activity

Assessment

Successful completion of Safety Test.

Teacher Note

Students must pass this test with an 80% in order to participate in work based learning. If a student does not meet that requirement, they are allowed one retake of the test. (See Safety Test B) If still unable to pass, they will work in the library during the work based learning experience, writing a paper on safety in the health care setting.

Materials

Safety Checklist for Job Site
MSDS Key
Copy of MSDS sheets
Personal Protective Equipment
Key for Safety Test
Key for Safety Test B

<http://www.prevent-it.ca/> -- Scroll down on page for public service announcement for work place safety.

Accommodations for Learning Differences

For reinforcement, the student will review material and retake the safety test.

For enrichment, the student will teach a safety lesson to the class on one of the key point topics.

National and State Education Standards

National Health Science Cluster Standards

HLC06.01 Health care workers will understand the existing and potential hazards to clients, co-workers, and self. They will prevent injury or illness through safe work practices and follow health and safety policies and procedures.

TEKS

130.205 (c)(6)(A) integrate regulatory standards such as standard precautions and safe patient handling;

130.205 (c)(6)(B) respond to emergencies consistent with the student's level of training such as fire and disaster drills;

130.205 (c)(6)(C) evaluate hazardous materials according to the material safety data sheets; and

130.205 (c)(6)(D) apply principles of infection control and body mechanics in all aspects of the health science industry.

Texas College and Career Readiness Standards

English Language Arts

I. A. 2. Generate ideas and gather information relevant to the topic and purpose, keeping careful records of outside sources.

II. A. 4. Draw and support complex inferences from text to summarize, draw conclusions, and distinguish facts from simple assertions and opinions.

III. B. Develop effective speaking styles for both group and one-on-one situations.

IV. A. Apply listening skills as an individual and as a member of a group in a variety of settings.

V. A. 2. Explore a research topic.

V. B. 3. Synthesize and organize information effectively.

Science

I. A. 1. Utilize skepticism, logic and professional ethics in science.

Social Studies

I. E. 4. Identify and evaluate the sources and consequences of social conflict.

MATERIAL SAFETY DATA SHEETS (MSDS)

The Texas Hazard Communications Act requires that technical bulletins detailing information about hazardous chemicals be available for each hazardous chemical stored in a school or work facility. These sheets must be readily available for reference by employees and laboratory students. When reading an MSDS, the following considerations should be taken.

The MSDS often outlines only the minimum precautions for safe handling of the chemical. Thus, if the employer's or reader's judgment suggests more stringent procedures, those procedures should be used.

In many cases, the emergency first aid procedures and handling precautions are written to deal with a worst-case scenario, such as an extensive exposure. Minor accidents may not require the same level of response. Seek the advice of an expert. React prudently.

Do not assume a substance is hazard free if there is no mention of a particular health effect in the MSDS. A particular hazard may not have been known at the time the MSDS was written.

The MSDS should be complete without blank spaces. Question the supplier if blank spaces are found. If data are not available, the MSDS sheet should indicate so in the space provided.

Study the MSDS provided carefully. Answer the questions below in complete sentences on a sheet of notebook paper.

1. Which substance is described by this MSDS?
2. What is the chemical formula of this substance?
3. List two descriptions of this substance. Why is this information important?
4. What are the specific health hazards associated with the substance?
5. How would a spill of this substance be handled?
6. Which first aid procedures would be used in case of skin contact with this substance?
7. Select three hazardous chemicals that are commonly used in health care settings. Find an MSDS for each chemical. Highlight important handling information for each chemical including fire/explosion potential, reactivity data, health hazard data, and emergency/first aid procedures.

MATERIAL SAFETY DATA SHEET

CHEMICAL NAME & SYNONYMS SUDAN IV SOLUTION		FLINN CATALOG NUMBER S0160
FORMULA Mixture	FORMULA OR ATOMIC WEIGHT Mixture	CAS NUMBER 85-83-6 as Sudan IV
PHYSICAL DATA (DENSITY, SOLUBILITY, ETC.) Consists of: Sudan IV dry powder, acetone and ethyl alcohol.		
APPEARANCE AND COLOR Red liquid; distinct alcohol odor.		
COMPATIBLE CHEMICAL FAMILY Organic #2 See Flinn Chemical Catalog/Reference Manual	DOT CLASS Flammable Liquid	REACTIVITY Stable
CONDITIONS TO AVOID (IF ANY): Avoid heat. Avoid sources of ignition, i.e. (open flame, sparks).		
HEALTH HAZARDS (IF ANY): Toxic as ethyl alcohol. Not all health aspects of this substance have been fully investigated.		THRESHOLD LIMIT VALUE (TLV) IF ESTABLISHED 1000 ppm as ethyl alcohol or acetone.
FIRE HAZARDS (IF ANY): Use a triclass, dry chemical fire extinguisher. Flammable liquid.		
SPILLS AND LEAKS: Absorb on sand or vermiculite. Place in a suitable container. Use the disposal method listed on the right.		DISPOSAL METHOD 18b See Flinn Chemical Catalog Reference Manual
SPECIAL PRECAUTIONS (IF ANY): Wear chemical gloves and goggles. Use and dispense in a hood.		
FIRST AID (IF SUBSTANCE DANGEROUS): External: Wash affected parts with copious quantities of water. Internal: Wash mouth; see a physician. Eyes: Wash continuously for 15 minutes. See a physician. Respiratory: Transport to fresh air.		
Consult your copy of the Flinn Chemical Catalog/Reference Manual for even more information about laboratory chemicals		

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KEY - MATERIAL SAFETY DATA SHEETS (MSDS)

1. Which substance is described by this MSDS?

Sudan IV Solution

2. What is the chemical formula of this substance?

Mixture

3. List two descriptions of this substance. Why is this information important?

Red liquid, distinct alcohol odor.

4. What are the specific health hazards associated with the substance?

Toxic as ethyl alcohol. Not all health aspects have been fully investigated.

5. How would a spill of this substance be handled?

Absorb on sand or vermiculite. Place in a suitable container.

6. Which first aid procedures would be used in case of skin contact with this substance?

External: Wash affected parts with copious quantities of water.

Internal: Wash mouth; see a physician.

Respiratory: Transport to fresh air.

Eyes: Wash continuously for 15 minutes; see a physician.

7. Answers will vary.

EMERGENCY PLAN

Choose a particular health care setting (clinic, hospital, nursing home, emergency department, etc.). Consider the various types of disasters, both internal (example – bomb threat or suspicious package) and external (example – tornado or earthquake). Select six different specific disaster events and write about how the health care facility might go about addressing each of those events. What must they do to keep their employees and patients safe? How can they effectively handle incoming patients who are affected by external disasters? What should the employees be asked to do to help? Where is the facility's evacuation location?

JOB SITE SAFETY CHECKLIST

Answer the following questions at your job site.

1. Does my job opportunity require any personal protective equipment such as protective gloves, eyewear, mask, back belts?
2. Will I be using any chemicals and if so, where is the “Right to know” station and the MSDS sheets?
3. Where are the Fire Exits as compared to my job station?
4. Does the company have an Employee Safety Handbook or company specific training that I will need to complete?
5. Where is the company First Aid Kit located and who has access to it?
6. Where are the fire extinguishers?
7. Where are the emergency telephone numbers posted?
8. Who is the immediate supervisor responsible for my safety?
9. Does the company have any specific rules concerning driving?
10. Where is the lockout/tagout station so that I may identify the tag system used when equipment is being serviced?

SAFETY TEST

NAME: _____

DATE: _____

Multiple Choice: In the space provided on your answer sheet, place the letter of the answer that best completes the statement.

1. If you find a damaged piece of equipment
 - a. dispose of it immediately.
 - b. report it to the teacher or supervisor.
 - c. use it anyway.
 - d. repair it yourself before you use it.
2. Solutions that will be used in the hospital
 - a. can usually be mixed together.
 - b. do not always need a label.
 - c. must be labeled and used as directed.
 - d. A and C
3. When handling any electrical equipment, be sure to
 - a. wash your hands immediately before handling it.
 - b. check first for damaged cords or improper grounds.
 - c. plug equipment carefully into any socket to see if it sparks.
 - d. use it properly on the client and observe for any malfunctions.
4. Do not use an electrical appliance
 - a. if the ground prong is damaged.
 - b. if it sparks.
 - c. if it trips a breaker.
 - d. if it shocks.
 - e. All of the above
5. Horseplay and practical jokes
 - a. are permitted if no one is insulted.
 - b. may be done during breaks or study time.
 - c. cause accidents and have no place in the classroom or clinical setting.
 - d. usually do not result in accidents.
6. The three things needed to start a fire are
 - a. air, oxygen, and fuel.
 - b. fuel, heat, and oxygen.
 - c. fuel, carbon dioxide, and heat.
 - d. air, carbon dioxide, and fuel.

7. If your personal safety is in danger because of fire
 - a. get the fire extinguisher and try to put the fire out.
 - b. run out of the area as fast as you can, yelling "FIRE."
 - c. evacuate the area quickly and efficiently.
 - d. open all windows and doors.
8. Restraints
 - a. can be applied as needed at the discretion of a nursing assistant.
 - b. require a doctor's order before applying on a client.
 - c. should be applied tightly so the client can't escape.
 - d. should be used to relieve the nursing assistant of the need to check on a client.
9. The proper knot to use on restraints is
 - a. a clove hitch or double clove hitch.
 - b. a double knot.
 - c. a square knot.
 - d. any knot that holds securely.
10. A restraint should be released
 - a. if the limb below the restraint is pale, slightly blue, and/or has swelling.
 - b. every four hours.
 - c. every 15-30 minutes.
 - d. only when the client needs to use the bathroom.
11. Side rails
 - a. should always be put up on a client's bed.
 - b. are viewed as a restraint, and should be used only if directed to do so.
 - c. should never be used, since clients tend to climb over them.
 - d. are a nuisance and new hospital beds seldom have them.
12. The best way to contain a fire
 - a. is to open the windows wide in the room.
 - b. fan the fire.
 - c. close the doors and windows.
13. Before leaving a client's room
 - a. call signal and supplies should be within the client's reach.
 - b. wheels on the bed should be locked.
 - c. the area should be free of any hazards.
 - d. All of the above.
14. When giving a bed bath, it is best to have the bed at
 - a. the lowest possible level.
 - b. a comfortable working height.
 - c. a safe level for the client.
 - d. a level allowing the client's feet to touch the floor.

15. OSHA is
- a state organization supervising safety in the work place.
 - a federal organization supervising safety in the work place.
 - a hospital-based organization supervising safety in the work place.
16. When pushing a client on a stretcher down a ramp
- the client's head should be higher than their feet.
 - the client's head should be at the end closest to the nursing assistant.
 - the nursing assistant should be at the client's feet.
 - the nursing assistant should be at the client's head.
 - A and C
17. Which of the following is true about electricity?
- It can disrupt any normal electrical current within the body.
 - It seeks the path of least resistance to reach ground.
 - It travels in a circuit.
 - None of the above.
 - All of the above.
18. MSDS stands for
- Manufacturing System Display Stand.
 - Multipurpose Sanitation and Disinfection System.
 - Material Safety Data Sheet.
 - Maternal Satisfaction and Developmental system.
19. When going down the curb of a sidewalk with a client in a wheelchair
- turn the wheelchair sideways and go down.
 - carefully wheel the chair off the curb with the client facing forward.
 - back down the curb very carefully.
 - keep on walking until you find a driveway.
20. A hazardous number rating of 0 equals
- no hazard.
 - slight hazard.
 - extreme hazard.
 - d.** moderate hazard.

True/False: In the space provided on your answer sheet, write either true or false for the following statements.

21. Carbon dioxide fire extinguishers leave a residue which can cause irritations of the skin and eyes.
22. Spills of any kind should be wiped up immediately using proper procedure.
23. Class A fire extinguishers can be used on electrical fires.

24. Every time you remove your gloves, you must wash your hands with soap and running water as soon as possible.
25. If you want to know more about a substance you are working with, read the MSDS form.
26. Mixing ammonia with bleach is a very good disinfectant to use when cleaning a client's room.
27. It is O.K. to use an unlabeled bottle if you smell the contents first and identify the solution inside the bottle.
28. The proper way to operate a fire extinguisher is to pull the pin, aim at the top of the flame, squeeze the handle, and sweep.
29. RACE stands for Run away from the fire, Activate the alarm, Close all doors, and Evacuate.
30. It is important to dry hands fully when working with electrical appliances.
31. A restraint requires an order.
32. It is all right to use an electrical appliance if the wires are frayed, as long as the bare wires aren't showing.
33. Always check linen before disposing of it for any sharps or client's belongings.
34. Oxygen does not burn.
35. All hazardous materials without labels may carry a fine up to \$10,000.
36. The third prong on an electric plug is important because it provides the correct flow of electricity.
37. Read the labels of solution bottles three times when using.
38. Report any unsafe situations or violations of a safety practice immediately to your instructor or supervisor.
39. Smoke and panic kill more people in fires than the fire itself.
40. An unknown spill should be cleaned up immediately by the person who discovers the spill.

Make a list of the five safety practices to check before leaving a client's room.

- 41.
- 42.
- 43.
- 44.

45.

Matching: For each of the following situations in Column A, select the correct fire extinguisher from Column B and write the letter in the space on your answer sheet.

COLUMN A	COLUMN B
46. Used on burning gasoline, oil, and paints	A. Class A
47. Used on electrical fires.	B. Class B
48. Used on burning paper, cloth, and wood	C. Class C
49. Contains carbon dioxide	D. Class D
50. Used on burning metals	
51. Contains pressurized water	
52. Contains potassium bicarbonate or chloride	

SAFETY TEST

KEY

Multiple Choice

1. B
2. C
3. B
4. E
5. C
6. B
7. C
8. B
9. A
10. A
11. B
12. C
13. D
14. B
15. B
16. E
17. E
18. C
19. C
20. A

True/False

21. False
22. True
23. False
24. True
25. True
26. False
27. False
28. False
29. False
30. True
31. True

32. False
33. True
34. True
35. True
36. False
37. True
38. True
39. True
40. False

List five Safety Practices

41. Bed is in the lowest position
42. Brakes are on so the bed is stable.
43. Client is in good alignment and comfortable.
44. Client has the call button and necessary supplies within reach.
45. Side rails are up if necessary, and client is in the safest position (e.g. head of bed up)

Matching

46. B
47. C
48. A
49. B
50. D
51. A
52. C

NAME: _____ DATE: _____

TEST B: SAFETY PRACTICES

Multiple Choice: For each of the following, select the best answer and place the letter in the corresponding space on your answer sheet.

1. When making the bed, it is best to have the bed at
 - a. the lowest position available.
 - b. a safe level for the client.
 - c. a comfortable working height.
 - d. a level that allows the client's feet to touch the floor.
2. The single most important safety skill a nursing assistant can perform is
 - a. using good communication skills.
 - b. washing hands between clients and whenever soiled.
 - c. using good body mechanics.
 - d. use of physical barriers, such as gloves when caring for all clients.
3. When pushing a client in a wheelchair from the curb down into the street
 - a. the client should be facing the street as the wheelchair is pushed down the curb.
 - b. the client's back should be toward the street as you back them down into the street slowly.
 - c. go down the street until you find a handicapped area and then push them down the ramp, facing the street.
 - d. ask the family to get them down the curb for you.
4. OSHA is a federal organization supervising safety in the work place. OSHA stands for
 - a. Occupational Supervisors of Health Administration.
 - b. Occupational Safety and Health care Administration.
 - c. Occupational Safety and Hazards Administration.
 - d. Occupational Safety and Health Administration.
5. The best way to identify a client is to
 - a. call them by their name.
 - b. ask the client's family.
 - c. ask another health care person to verify the identity of the client for you.
 - d. check the client's identification bracelet.
6. Fire requires the following items to burn
 - a. fire, oxygen, fuel.
 - b. fuel, heat, oxygen.
 - c. oxygen, air, heat.
 - d. air, heat, fuel.

7. MSDS stands for
 - a. Manufacturing System Display Stand
 - b. Multipurpose Sanitation and Disinfection System.
 - c. Material Satisfaction and Developmental system.
 - d. Material Safety Data sheet.
8. A hazardous number rating of 4 indicates
 - a. extreme hazard.
 - b. no hazard.
 - c. slight hazard.
 - d. moderate hazard.
9. The client who has been restrained, per M.D. order, must have their restraints checked every
 - a. hour on the hour.
 - b. two hours.
 - c. 15-30 minutes.
 - d. shift.
10. When transporting a client on a stretcher the client should
 - a. be secured with safety belts.
 - b. not be moved at a fast pace.
 - c. be provided privacy by covering them up.
 - d. pushed from the end of the stretcher where the head is, unless going down a ramp or into an elevator.
 - e. A and C
 - f. All of the above
11. Which of the following is true about electricity?
 - a. It can disrupt any normal electrical currents within the body.
 - b. It seeks the path of least resistance to reach ground.
 - c. It travels in a circuit.
 - d. All of the above.
 - e. A and B

True/False: For each of the following write the word true or false in the space provided on your answer sheet.

12. All hazardous materials without labels may carry a fine of up to \$10,000 per container incident.
13. Oxygen supports combustion.
14. The letters RACE stand for Rescue, alarm, Call and Evacuate.
15. The third prong on an electric plug is important because it is a ground wire.
16. Burns are the primary reason people die in fires.

17. Oxygen is drying to the skin and mucous membranes, therefore the client's skin must be washed often and the oxygen must be humidified.
18. You should not clean up a spill that smells unusual, has an unusual color, or is unknown as a substance.
19. Report all unsafe situations or violations of safe practice immediately to the instructor or supervisor.

Matching: For each of the situations in Column A, select the correct fire extinguisher from Column B and write the letter in the space on your answer sheet.

COLUMN A	COLUMN B
20. Contains potassium bicarbonate or chloride	A. Class D
21. Used on burning gasoline	B. Class C
22. Contains pressurized water	C. Class A
23. Used on electrical fires	D. Class B
24. Used on burning metals	
25. Used on burning paper, cloth, and wood	
26. Used on burning liquids and cooking fires	
27. Contains carbon dioxide	
28. Used on burning oil and paints	

Fill in the Blank:

What are the five checks that should be made before leaving a client's room?

- 29.
- 30.
- 31.
- 32.
- 33.

What do the letters PASS stand for?

34.

35.

36.

37.

38. When putting out a fire, it is important to sweep the extinguisher toward the _____ of the fire.

What are the three precautions to use when working with oxygen?

39.

40.

41.

42. How many times should the label on a bottle be read when planning to use contents?

TEST B: SAFETY PRACTICES

KEY

Multiple Choice

1. C
2. B
3. B
4. D
5. D
6. B
7. D
8. A
9. C
10. F
11. D

True/False

12. True
13. True
14. False
15. True
16. False
17. True
18. True
19. True

Matching

20. B
21. D
22. C
23. B
24. A

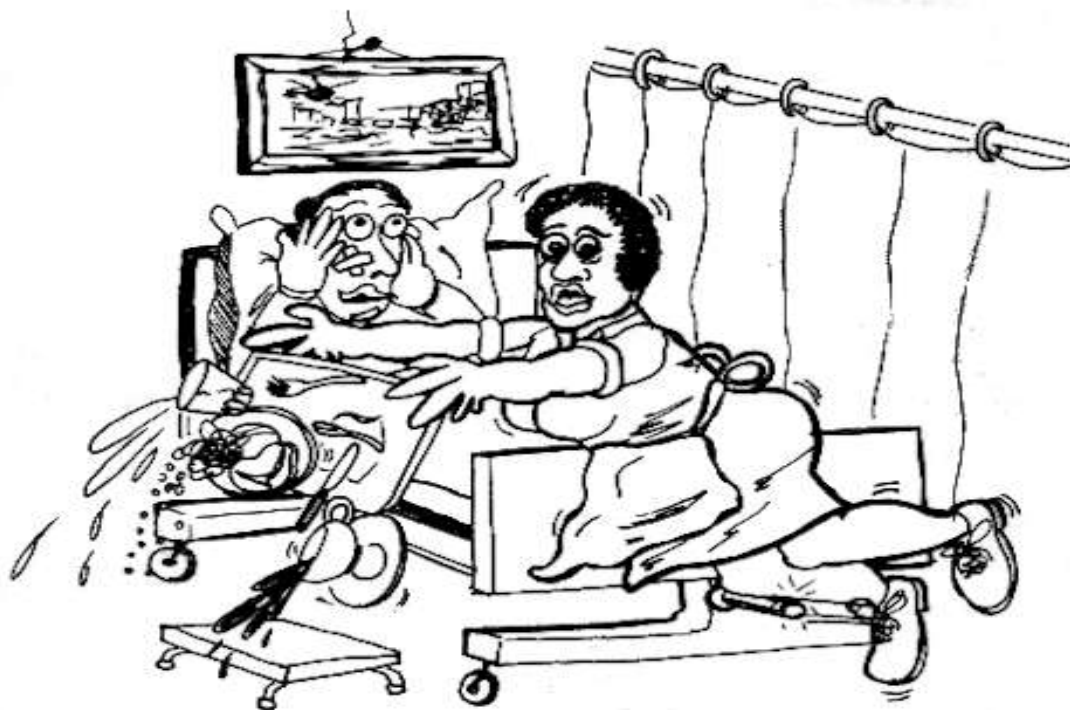
25. C
26. D
27. D
28. D

Fill in the Blank

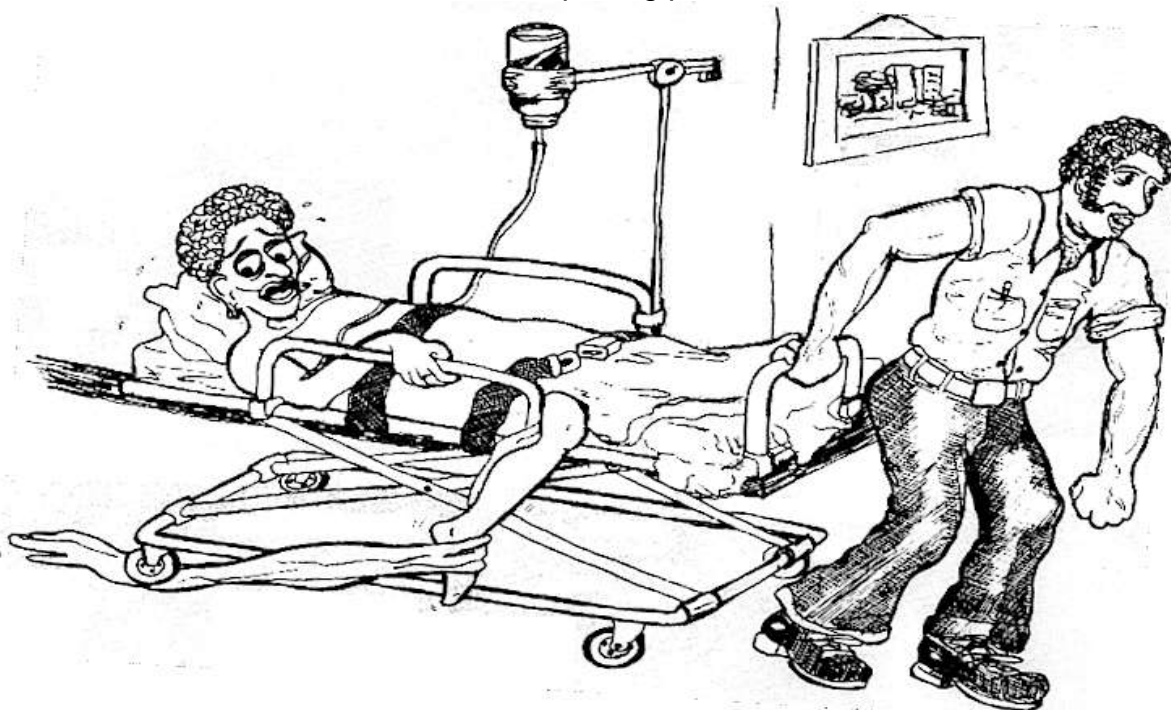
29. Side rails are up if necessary.
30. Client has call bell and all supplies within reach.
31. Wheels of bed are locked.
32. Client is comfortable and in good alignment.
33. Bed is at the lowest level.
34. Pull the pin
35. Aim at the base of the fire
36. Squeeze the handle
37. Sweep from side to side
38. Base
39. Always keep on a stand
40. Use only oxygen that is USP
41. Never set in a sunny spot, or by a heat source.
Always use a regulator on the tank.
Humidify the oxygen
Crack the tank away from other people's faces
42. Three

ROLE PLAY TOPICS

Do not leave bed cranks extended



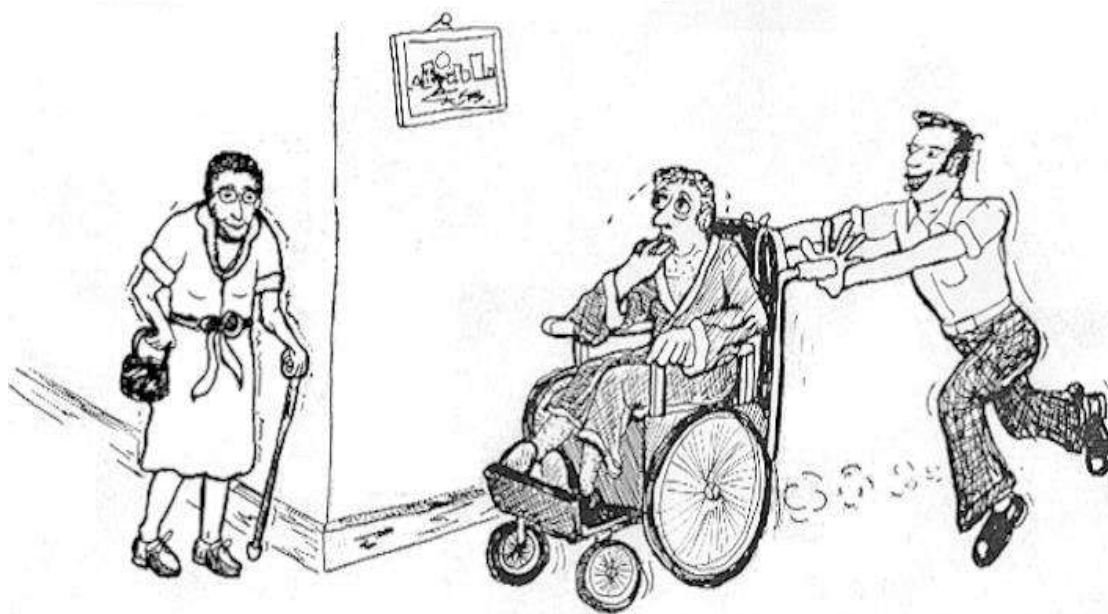
Avoid hazards when transporting patients on a stretcher



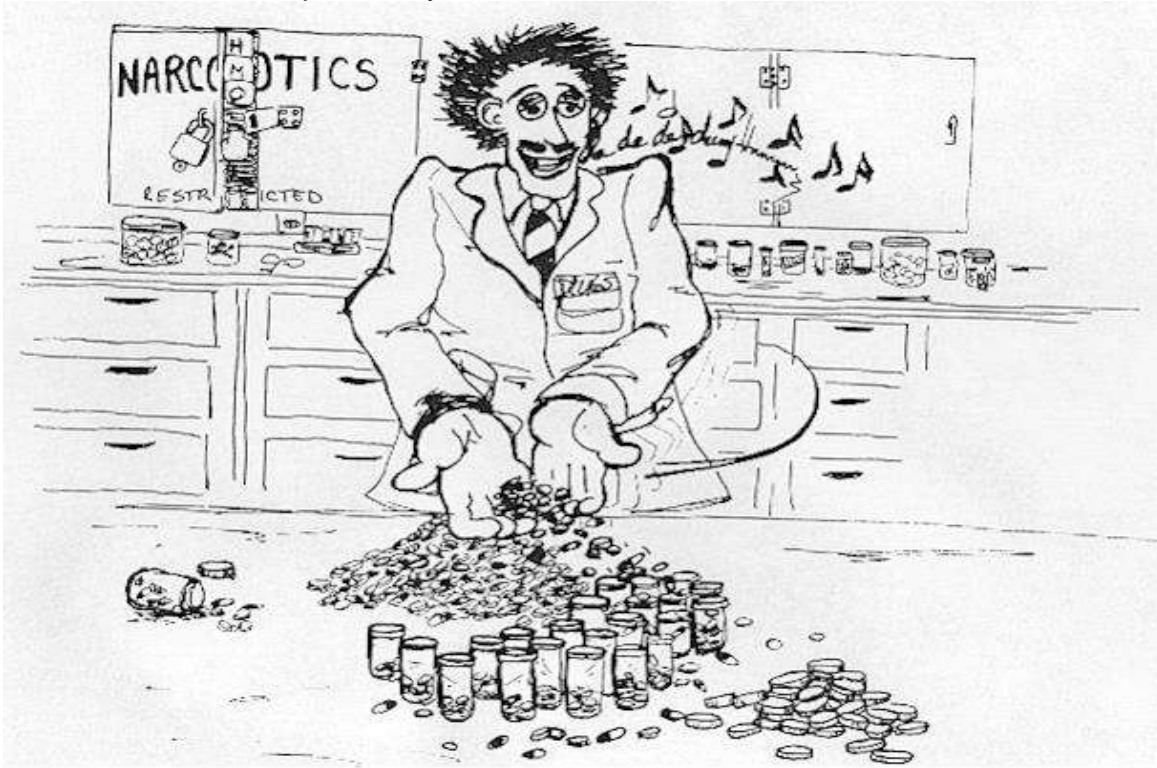
Do not climb to reach equipment without a safety ladder.



Approach intersections with care.



Avoid hazards in the pharmacy.



Clean spills from the floor immediately.

