

MONTEFIORE



Montefiore Medical Center

Environment of Care

*Promoting Pride and Safety in Our
Workplace*

Managing Our Environment

- **Fire Prevention and Safety**
- **Electrical Safety**
- **Workplace Safety and Security**
- **Right-to-Know Law - Chemical Safety**
- **Emergency Preparedness**
- **Equipment Handling/Malfunctions**
- **Harassment Free Workplace**

Fire Protection

The R.A.C.E. Procedure:

- **R:** Rescue - anyone in immediate danger
- **A:** Alarm - via nearest fire alarm box
- **C:** Confine - close windows, doors, shut fans and air conditioners
- **E:** Extinguish - use extinguishers or smother **OR**
- **E-** Evacuate - evacuate unit upon request

Using Fire Extinguishers

The P.A.S.S. Procedure:

- **P:** Pull the pin
- **A:** Aim at the base of the fire
- **S:** Squeeze trigger-type handle
- **S:** Sweep from side to side

Electrical Safety

- Damaged equipment is common fire hazard
- Three-pronged plugs used in patient areas
- Remove malfunctioning equipment from use and report to Bioengineering or Engineering
- Check all equipment, plugs, outlets for damage before use
- Don't use wet equipment or use with wet hands
- Keep adequate space in/around equipment
- Be aware of potential hazards in workplace

Emergency Preparedness

- **Internal Disaster** - occurs within hospital; loss of electrical power
- **External Disaster** - single source disaster resulting in groups of patients entering ED
- **Security Assistance** - designates assistance of a security officer is required
- **Code Adam** - signals pediatric abduction

Right-to-Know Law

- **Types of chemical and associated hazards in workplace**
- **Cleaning up chemical spills**
- **Material Safety Data Sheets - details safe handling, storage and spillage containment**
- **MSDS located in each work area**

Safe Practices for Equipment

- **Patient Care Equipment:**
 - Report any malfunction immediately to Bio-Engineering and label the equipment with description of problem
- **Non-Patient Care Equipment:**
 - Report malfunctions to Engineering Department and label equipment with description of problem

Creating a Respectful Workplace

- **Free of Harassment**
 - gender, race, age, ethnicity
- **Free of Violence**
 - verbal or physical abuse
 - inappropriate gestures
 - written threats
- **Non-Smoking**