

Regulatory Citation(s): | None
L-Tag(s): | None

POLICY: Hospice staff and volunteers receive training related to personal safety during home visits.

PROCEDURE:

1. Home safety concerns include, but are not limited to:
 - a. history of violence in the home;
 - b. weapons in the home;
 - c. drug use in the home;
 - d. history of alcohol use in the home;
 - e. abuse of patient, family members;
 - f. dogs in the home;
 - g. out of control family members;
 - h. caregivers/family members involved in illegal activities; and
 - i. environmental safety for on-call staff making visits after normal business hours.

2. Staff responsibilities include but are not limited to:
 - a. immediately reporting unsafe situations to a supervisor;
 - b. reporting into the office at the end of the workday;
 - c. parking in well-viewed, well-lit areas;
 - d. using the front door to gain access to the facility;
 - e. if pets are on the premises, asking the family to place them in another room during the home visit;
 - f. being alert and aware of people in the home and their behavior;
 - g. not leaving a purse, medications, clinical records, and/or medical supplies visible in the car;
 - h. not carrying large sums of money or credit cards;
 - i. having a cellular phone available;
 - j. maintaining automobiles in mechanically sound condition; and
 - k. ensuring appropriate fuel to prevent running out of gas.

3. If the employee is in an unsafe situation, s/he must:
 - a. contact the office and utilize the emergency code: "Hello, this is (state your name) is Dr. Red in?" The office or will call the facility for assistance;
 - b. exit the home immediately and notify the facility administrator and the office;
 - c. complete an incident report.

Created:	Reviewed:	Revised:	Effective:
9/18	2/19		4/2019
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