

TITLE: Orientation and Education of External Law Enforcement

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Policy Number: ADM 3.59 Operations

Dept: Administration

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**Remember, hand hygiene is the most important way to prevent infections!**

Questions may be directed to the unit Charge Nurse, or Infection Preventionist at 589-8072.

**MercyOne Dubuque/Dyersville Medical Center  
Environment of Care Information  
(Appendix C)**

***Management of the Environment of Care (EC)-The Joint Commission Standard***

**Standard:** EC.03.01.01 relates to being familiar with your roles and responsibilities relative to the environment of care.

**Rationale:** People are the key to successfully managing risks in the physical environment. Plans and procedures are of no value if those who work in the organization do not know how to follow them. Everyone who works in the organization is responsible for safety, and it is important for him or her to know how to identify and minimize risks, what actions to take when an incident occurs, and how to report it.


**There are 7 areas in the environment of care that may present itself with physical risks. These include: 1) Safety, 2) Security, 3) Hazardous Materials and Waste, 4) Emergency Preparedness, 5) Life Safety, 6) Medical Equipment and 7) Utilities. Below is a summary of each area:**

1). **Safety:** The Environmental Safety Management Plan/Program is designed to provide a safe, functional, supportive and effective environment in which the risk of human injury is reduced. The plan is also designed to secure a physical environment in which the risk of exposure to a

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hazard(s) is minimized.

2) **Security**: The Security Plan is designed to provide a secure environment while providing health care to the community served. Security staff are available 24/7 to assist with protection from harm for everyone on the campus, and physical harm to property.

3) **Hazardous Materials and Waste**: The Hazardous Materials and Waste Management Program is designed to identify, assess, and control the risks associated with hazardous materials or waste. The organization has a number of organizational and departmental policies in place to manage hazard materials and waste. Material safety data sheets (SDS) are available on-line through the MSDS on-line system on each hospital computer by selecting the Safety Data Sheets, . In addition, there is a copy of each SDS sheet on file in the Supply Chain Department.

4) **Emergency Preparedness**: The Emergency Preparedness Plan is designed to establish, support, and maintain an emergency preparedness program that ensures effective response to disasters or emergencies affecting the environment of care. The plan includes the five phases of emergency management activities: 1) mitigation, 2) preparedness, 3) response, 4) recovery, and 5) evaluation and improvement.

5) **Life Safety**: The Life Safety Plan is designed to provide a safe, effective, and efficient environment of care with its mission and services. We are dedicated to providing a fire-safe environment, which protects individuals and property from fire, smoke, and other products of combustion while providing healthcare to the community served. The hospital fire safety management plan will adhere to all standards, regulations and applicable laws that govern the fire safety of MercyOne Dubuque/Dyersville Medical Center facilities.

6) **Medical Equipment**: The Medical Equipment Management Plan (MEMP) serves to provide a framework to promote the safe and effective use of equipment for diagnosis, monitoring, treatment, and direct patient care. It identifies the established policies, programs, and processes to establish, support, train, and maintain an effective medical equipment management program.

7) **Utilities**: The Utilities Management Plan is designed to assess and minimize risks of utility

failures and to ensure the operational reliability of the hospital's utility systems. The hospital uses applicable standards and regulations as its guideline for the utility systems management plan.

**Elements of Performance:**

1. Can describe or demonstrate methods for eliminating and minimizing physical risks in the environment of care.
  - **When a physical risk is identified in the environment, the individual should remove and minimize the identified risk at the time, if able. If assistance is needed in removing and minimizing the risk, the individual will notify the Director/Supervisor of the Department. The individual may also contact the Safety Officer at extension 8705.**
  
2. Can describe or demonstrate actions to take in the event of an environment of care incident.
  - **In the event of an environment of care incident, the individual will report the event directly to the Director/Supervisor of the Department so that follow-up can occur. The individual may also contact the Safety Officer at extension 8705. The primary focus is for the safety and well-being of those involved and to take the necessary actions to ensure their safety. An incident report will be completed on the event.**
  
3. Can describe or demonstrate how to report environment of care risks.
  - **An environment of care risk can be reported directly to the Director/Supervisor of the department. The individual may also contact the Safety Officer at extension 8705.**