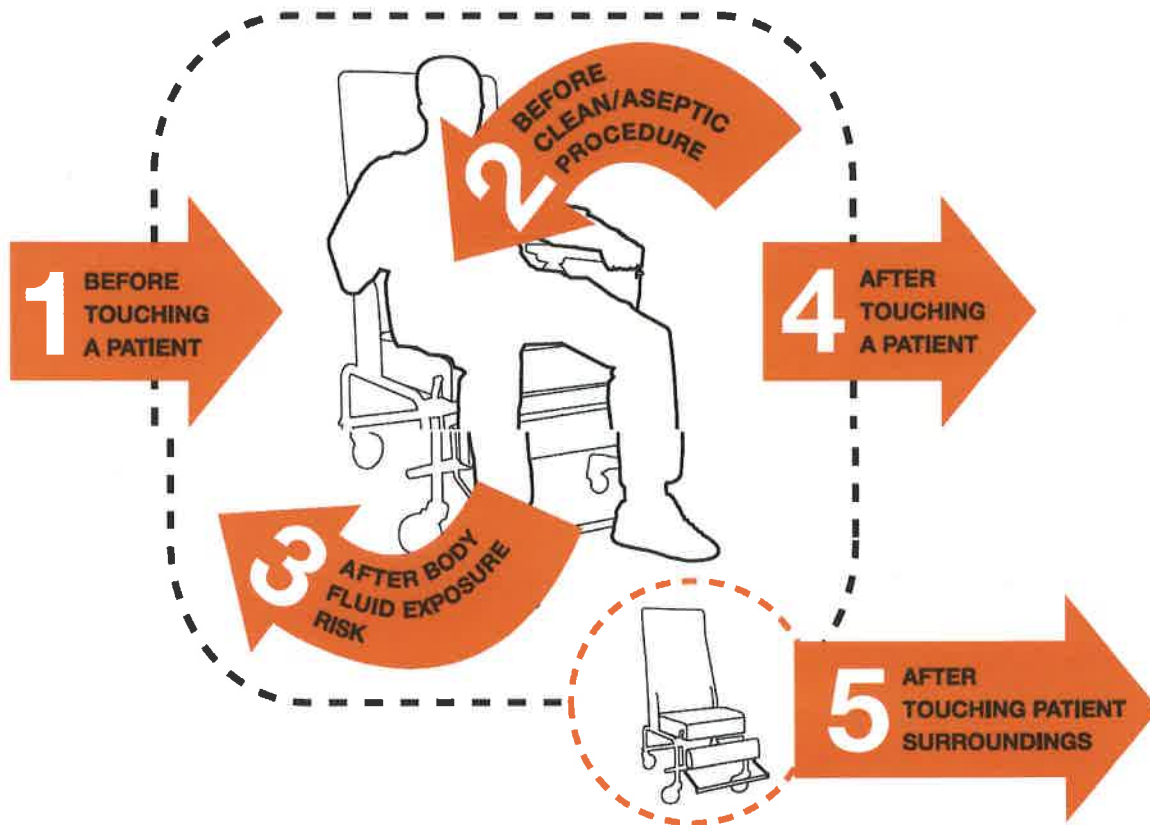


****Wash hands for 20 seconds****

Your 5 Moments for Hand Hygiene



1	BEFORE TOUCHING A PATIENT	WHEN? Clean your hands before touching a patient when approaching him/her. WHY? To protect the patient against harmful germs carried on your hands.
2	BEFORE CLEAN/ASEPTIC PROCEDURE	WHEN? Clean your hands immediately before performing a clean/aseptic procedure. WHY? To protect the patient against harmful germs, including the patient's own, from entering his/her body.
3	AFTER BODY FLUID EXPOSURE RISK	WHEN? Clean your hands immediately after an exposure risk to body fluids (and after glove removal). WHY? To protect yourself and the health-care environment from harmful patient germs.
4	AFTER TOUCHING A PATIENT	WHEN? Clean your hands after touching a patient and her/his immediate surroundings, when leaving the patient's side. WHY? To protect yourself and the health-care environment from harmful patient germs.
5	AFTER TOUCHING PATIENT SURROUNDINGS	WHEN? Clean your hands after touching any object or furniture in the patient's immediate surroundings, when leaving – even if the patient has not been touched. WHY? To protect yourself and the health-care environment from harmful patient germs.



World Health Organization

Patient Safety

A World Alliance for Safer Health Care

SAVE LIVES
Clean Your Hands

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WHO acknowledges the Hôpitaux Universitaires de Genève (HUG), in particular the members of the Infection Control Programme, for their active participation in developing this material.

PUT ON PPE



#1
Hand Hygiene



#2
Gown



#3
Respiratory Protection



#4
Eye Protection



#5
Gloves

TAKE OFF PPE



#1
Gloves



#2
Eye Protection



#3
Gown



#4
Respiratory Protection



#5
Hand Hygiene

PERFORM HAND HYGIENE BEFORE AND AFTER PPE!



NOSE OUT



EXPOSED CHIN



MASK AROUND CHIN



PROPER MASKING



PROPER MASKING

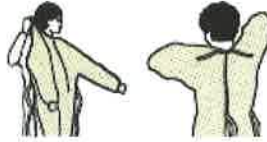
Wearing a mask properly over your nose and mouth with a snug fit will help protect you and others from spreading COVID-19.

SEQUENCE FOR DONNING PERSONAL PROTECTIVE EQUIPMENT (PPE)

The type of PPE used will vary based on the level of precautions required; e.g., Standard and Contact, Droplet or Airborne Infection Isolation.

1. GOWN

- Fully cover torso from neck to knees, arms to end of wrists, and wrap around the back
- Fasten in back of neck and waist



2. MASK OR RESPIRATOR

- Secure ties or elastic bands at middle of head and neck
- Fit flexible band to nose bridge
- Fit snug to face and below chin
- Fitcheck respirator



3. GOGGLES OR FACE SHIELD

- Place over face and eyes and adjust to fit



4. GLOVES

- Extend to cover wrist of isolation gown



USE SAFE WORK PRACTICES TO PROTECT YOURSELF AND LIMIT THE SPREAD OF CONTAMINATION

- Keep hands away from face
- Limit surfaces touched
- Change gloves when torn or heavily contaminated
- Perform hand hygiene

SECUENCIA PARA PONERSE EL EQUIPO DE PROTECCIÓN PERSONAL (PPE)

El tipo de PPE que se debe utilizar depende del nivel de precaución que sea necesario; por ejemplo, equipo Estándar y de Contacto o de Aislamiento de infecciones transportadas por gotas o por aire.

1. BATA

- Cubra con la bata todo el torso desde el cuello hasta las rodillas, los brazos hasta la muñeca y dóblela alrededor de la espalda
- Átesela por detrás a la altura del cuello y la cintura

2. MÁSCARA O RESPIRADOR

- Asegúrese los cordones o la banda elástica en la mitad de la cabeza y en el cuello
- Ajuste la banda flexible en el puente de la nariz
- Acómódese la en la cara y por debajo del mentón
- Verifique el ajuste del respirador

3. GAFAS PROTECTORAS O CARETAS

- Colóquese la sobre la cara y los ojos y ajústela

4. GANTES

- Extienda los guantes para que cubran la parte del puño en la bata de aislamiento

UTILICE PRÁCTICAS DE TRABAJO SEGURAS PARA PROTEGERSE USTED MISMO Y LIMITAR LA PROPAGACIÓN DE LA CONTAMINACIÓN

- Mantenga las manos alejadas de la cara
- Limite el contacto con superficies
- Cambie los guantes si se rompen o están demasiado contaminados
- Realice la higiene de las manos

SEQUENCE FOR REMOVING PERSONAL PROTECTIVE EQUIPMENT (PPE)

Except for respirator, remove PPE at doorway or in anteroom. Remove respirator after leaving patient room and closing door.

1. GLOVES

- Outside of gloves is contaminated!
- Grasp outside of glove with opposite gloved hand; peel off
- Hold removed glove in gloved hand
- Slide fingers of ungloved hand under remaining glove at wrist
- Peel glove off over first glove!
- Discard gloves in waste container



2. GOGGLES OR FACE SHIELD

- Outside of goggles or face shield is contaminated!
- To remove, handle by head band or ear pieces
- Place in designated receptacle for reprocessing or in waste container



3. GOWN

- Gown front and sleeves are contaminated!
- Unfasten ties
- Pull away from neck and shoulders, touching inside of gown only
- Turn gown inside out
- Fold or roll into a bundle and discard



4. MASK OR RESPIRATOR

- Front of mask/respirator is contaminated — DO NOT TOUCH!
- Grasp bottom, then top ties or elastics and remove
- Discard in waste container



PERFORM HAND HYGIENE IMMEDIATELY AFTER REMOVING ALL PPE

SECUENCIA PARA QUITARSE EL EQUIPO DE PROTECCIÓN PERSONAL (PPE)

Con la excepción del respirador, quítese el PPE en la entrada de la puerta o en la antecámara. Quítese el respirador después de salir de la habitación del paciente y de cerrar la puerta.

1. GANTES

- ¡El exterior de los guantes está contaminado!
- Agarre la parte exterior del guante con la mano opuesta en la que todavía tiene puesto el guante y quíteselo
- Sostenga el guante que se quitó con la mano enguantada
- Deslice los dedos de la mano sin guante por debajo del otro guante que no se ha quitado todavía a la altura de la muñeca
- Quítese el guante de manera que acabe cubriendo el primer guante
- Arroje los guantes en el recipiente de desechos

2. GAFAS PROTECTORAS O CARETA

- ¡El exterior de las gafas protectoras o de la careta está contaminado!
- Para quitárselas, tómelas por la parte de la banda de la cabeza o de las piezas de las orejas
- Colóquelas en el recipiente designado para reprocessar materiales o de materiales de deshecho

3. BATA

- ¡La parte delantera de la bata y las mangas están contaminadas!
- Desate los cordones
- Tocando solamente el interior de la bata, pásela por encima del cuello y de los hombros
- Voltee la bata al revés
- Dóblela o enróllela y deséchela

4. MÁSCARA O RESPIRADOR

- La parte delantera de la máscara o respirador está contaminada — ¡NO LA TOQUE!
- Primero agarre la parte de abajo, luego los cordones o banda elástica de arriba y por último quítese la máscara o respirador
- Arrójela en el recipiente de desechos

EJECUTE LA HIGIENE DE LAS MANOS INMEDIATAMENTE DESPUÉS DE QUITARSE CUALQUIER EQUIPO DE PROTECCIÓN PERSONAL

We do not recommend double gloving, but if you do please remember to remove both & perform hand hygiene immediately after use.

As of 9/16/2020 we are no longer reusing gowns. Further communication & guidelines will be shared if this changes.

Sani-Cloth®
GERMICIDAL DISPOSABLE WIPE
TOALLITAS GERMICIDAS DESECHABLES

Bleach

Use on hard, nonporous environmental surfaces.
Uselas en superficies ambientales duras y no porosas.



GENERAL GUIDELINES FOR USE INSTRUCCIONES GENERALES DE USO



1. Always dispense wipe through lid. Find center of wipe roll, twist corner of wipe into a point and thread through the hole in the canister lid. Pull through about one inch. Replace lid.

Siempre extraiga la toalla a través de la tapa. Busque el centro del rollo de toallas, doble la esquina de la toalla en punta y extráigala a través de la abertura de la tapa del envase. Extraiga aproximadamente una pulgada. Vuelva a colocar la tapa.



2. Cover the opening half way with one hand. Remove wipe with a uniform pull away from face and eyes. When not in use, keep lid closed to prevent moisture loss.

Cubra la mitad de la abertura con una mano. Retire la toallita de un tirón, en dirección contraria a la cara y a los ojos. Cuando no este usando las toallitas, mantenga la tapa cerrada para evitar la pérdida de la humedad.



3a. If present, remove heavy soil loads prior to disinfecting.

Si esta presente, retire las cargas pesadas del suelo antes de la desinfección.



3b. Unfold a clean wipe and thoroughly wet surface.

Abra una toalla limpia y humedezca bien con ella la superficie.



4. Treated surface must remain visibly wet for a full four (4) minutes. Use additional wipe(s) if needed to assure continuous 4 minute wet contact time.

La superficie tratada debe permanecer visiblemente húmeda por cuatro (4) minutos completos. Utilice toallas adicionales, si es necesario, para asegurar que permanezca húmeda por 4 minutos continuos.



5. Do not reuse towelette. Dispose of used towelette in trash. Do not flush in toilet.

No vuelva a utilizar la toallita. Bote a la basura la toallita usada. No la tire por el inodoro.



PDI
BE THE DIFFERENCE™

Super

Sani-Cloth®

GERMICIDAL DISPOSABLE WIPE

TOALLITAS GERMICIDAS DESECHABLES

Use on hard, nonporous environmental surfaces.
Uselas en superficies ambientales duras y no porosas.



GENERAL GUIDELINES FOR USE INSTRUCCIONES GENERALES DE USO



1. Always dispense wipe through lid. Find center of wipe roll, twist corner of wipe into a point and thread through the hole in the canister lid. Pull through about one inch. Replace lid.

Siempre extraiga la toalla a través de la tapa. Busque el centro del rollo de toallas, doble la esquina de la toalla en punta y extráigala a través de la abertura de la tapa del envase. Extraiga aproximadamente una pulgada. Vuelva a colocar la tapa.



2. Cover the opening half way with one hand. Remove wipe with a uniform pull away from face and eyes. When not in use, keep lid closed to prevent moisture loss.

Cubra la mitad de la abertura con una mano. Retire la toallita de un tirón, en dirección contraria a la cara y a los ojos. Cuando no este usando las toallitas, mantenga la tapa cerrada para evitar la pérdida de la humedad.



3a. If present, remove heavy soil loads prior to disinfecting.
Si esta presente, retire las cargas pesadas del suelo antes de la desinfección.



3b. Unfold a clean wipe and thoroughly wet surface.

Abra una toalla limpia y humedezca bien con ella la superficie.



4. Allow treated surface to remain wet for two (2) minutes. Let air dry.

Deje que la superficie tratada permanezca húmeda por dos (2) minutos. Deje secar al aire.



5. Do not reuse towelette. Dispose of used towelette in trash. Do not flush in toilet.

No vuelva a utilizar la toallita. Bote a la basura la toallita usada. No la tire por el inodoro.



+ PDI®
BE THE DIFFERENCE

- **Decontaminate work surfaces throughout shift**



**2 Minute
Dwell Time
(stays wet)**

**See number on
canister**

**Use for Isolation
room and general
disinfection**



**4 Minute
Dwell Time
(stays wet)**

**See number on
canister**

**Use for Clostridium
Difficile only**

Canisters must be closed when not in use or wipes will not stay wet

VERBAL ABUSE is defined as:

the use of oral, written, or gestured language that willfully includes disparaging and derogatory terms to residents or their families, or within their hearing distance, regardless of their age, ability to comprehend, or disability.

Verbal abuse should be reported immediately to a supervisor, who should then report it to Human Resources.

PATIENT POSITIONING (TURNING)

***FOR PATIENT-CARE EMPLOYEES ONLY**

Patient positioning (turning) should be performed AND documented AT LEAST once every 2 hours in order to reduce negative patient outcomes.

TITLE:

HR.ERW.11 PROFESSIONAL RELATIONSHIPS WITH PATIENTS

I. SCOPE:

This policy applies to (1) Tenet Healthcare Corporation and its wholly-owned subsidiaries and affiliates (each, an "Affiliate"); (2) any other entity or organization in which Tenet Healthcare Corporation or an Affiliate owns a direct or indirect equity interest greater than 50%; and (3) any hospital or healthcare facility in which Tenet Healthcare Corporation or an Affiliate either manages or controls the day-to-day operations of the facility (each, a "Tenet Facility") (collectively, "Tenet").

II. PURPOSE:

This purpose of this policy is to provide supervisors with appropriate guidelines to ensure that a professional relationship between employees and patients is maintained at all times.

III. POLICY:

All employees are expected to maintain a professional relationship with patients at all times in order to provide the highest quality patient care to our patients. The following are examples of types of misconduct that can result in corrective action, up to and including termination.

- A. Engaging in sexual activity with or sexual abuse of a patient.
- B. Abusing a patient through emotional or physical means. Abuse would include, but is not limited to, slapping, hitting, kicking or biting.
- C. Engaging in sexual activity with a known prospective, current or former psychiatric or chemical dependency patient or any member of a patient's family who is or was participating in any family-oriented therapy or treatment.
- D. Socializing with a known prospective, current or former psychiatric or chemical dependency patient or any member of a patient's family who is or was participating in any family-oriented therapy or treatment.
- E. Using abusive or provocative language with, or in the presence of, a patient or a member of the patient's family.
- F. Using any type of restraint other than those prescribed and approved by the physician.
- G. Failing to maintain the confidentiality of any patient information.
- H. Individually accepting gifts from or giving gifts to a patient or any member of a patient's family.
- I. Providing unauthorized or unprescribed drugs, alcohol or related paraphernalia to a patient.

J. Challenging physician orders and/or criticizing facility/physician care to a patient or others.

IV. PROCEDURE:

A. Human Resources

1. Provide assistance and support to supervisors on training and guidance given to employees on the appropriateness of contacts with patients.
2. Review all instances of improper or unprofessional employee-patient conduct or contacts.
3. Recommend action plans for addressing and correcting improper or unprofessional employee-patient conduct or contacts.
4. Consult with Home Office Human Resources Department as needed regarding instances of improper or unprofessional employee-patient conduct or contacts and action plans for addressing and correcting such conduct or contacts.
5. Consult Human Resources counsel on required disciplinary actions.
6. Consult Regulatory Counsel on external reporting obligations to government agencies and licensing boards.

B. Supervisor

1. Provide training and guidance to employees on the appropriateness of contacts with patients.
2. Monitor and immediately correct any instances of improper employee conduct toward patients.
3. Promptly report any instances of improper or unprofessional employee conduct toward patients or patients' family members to the Human Resources Department.

C. Employees

1. Report any unprofessional contact with or by a patient and/or family member to the employee's supervisor immediately.
2. Direct all questions regarding the appropriateness of relationships or conduct with patients and families of patients to the employee's supervisor.

D. Enforcement

All employees whose responsibilities are affected by this policy are expected to be familiar with the basic procedures and responsibilities created by this policy. Failure to comply with this policy will be subject to appropriate performance management pursuant to all applicable policies and procedures, up to and including termination. Such performance management may also include modification of compensation, including any merit or discretionary compensation awards, as allowed by applicable law.

V. REFERENCES:

- Standards of Conduct

Initiated: 10/2020