SAFETY-AT-WORK (SAW) EXAM

Directions:
Place the letter of the most correct answer on this exam next to the corresponding question number on the answer sheet provided. Please do not write on this test. There is ONLY ONE correct answer to each question. Return ALL SAW materials to OTD, JH Rm. 417, when complete.
**This test can also be completed via Blackboard, login at http://bb.upstate.edu

ALL STAFF – answer questions #1-25
4 points each, passing grade (80%)

LICENSED STAFF WHO PROVIDE REGULAR CARE TO PATIENTS – answer questions #1-32
3.125 points each, passing grade (80%)

1. The Upstate Code of Conduct promotes and supports the mission and values of Upstate Medical University. Considering this, what are all members of the Upstate community expected to do?
   a. Disregard or be insensitive to the personal space or boundaries of others
   b. Maintain the highest level of professional behavior, ethics, integrity, and honesty, regardless of position or status
   c. Display behavior that would be considered by others to be intimidating, disrespectful, or dismissive
   d. Criticize co-workers or other staff in the presence of others in the workplace or in the presence of patients

2. In the course of using your individual social media sites (Facebook, YouTube, etc.), if you choose to identify yourself as an employee or affiliate (including students, volunteers, and vendors) of any part of Upstate Medical University, some of the same restrictions/policies that apply to your conduct and speech while working at Upstate also apply when you use social media sites.
   a. True
   b. False

3. Empty and full compressed gas cylinders must be separated and secured into an approved cart/holder that is clearly labeled OR the cylinders must be tagged to indicate whether they are full or empty.
   a. True
   b. False

4. Domestic Violence is a pattern of coercive tactics against an adult intimate partner with the goal of establishing and maintaining power and control over the victim. What supports are available at Upstate for issues related to domestic violence?
   a. Employee Assistance Program
   b. Human Resource Benefits Leave Office
   c. University Police Department
   d. All of the above
5. A bomb threat has been received or potential explosive device has been discovered, what emergency code/page notification will you hear?
   a. Code Grey
   b. Code Black
   c. Code Yellow
   d. Code Silver

6. Code Blue is an adult medical emergency; Code White is a pediatric medical emergency.
   a. True
   b. False

7. How do you call for emergency medical assistance within the hospital proper at Upstate’s downtown hospital and community campus hospital?
   a. Dial extension 4-4444 (downtown)/2211 (community)
   b. Call The Heavy Hitters
   c. Dial 911
   d. Dial “0” and wait for an operator

8. How do you call for emergency medical assistance at Upstate utilized buildings which are NOT located at 750 East Adams Street, are at Community Campus other than the Hospital Proper and Traffic Circle, or at any other off-campus location?
   a. Dial extension 4-4444 (downtown)/2211 (community)
   b. Call The Heavy Hitters
   c. Dial 911
   d. Dial “0” and wait for an operator

9. Should a fire occur, staff should respond using the acronym R.A.C.E., what does this mean?
   a. Run, activate, close, extinguish
   b. Rescue, activate, contain, evacuate
   c. Run, alleviate, contain, endure
   d. Relocate, alarm, caution, empty

10. To operate a fire extinguisher, staff should use the acronym P.A.S.S., what does this mean?
    a. Aim nozzle at base of fire, pull the pin, squeeze the handle, and sweep nozzle side to side
    b. Pull the pin, aim nozzle at base of fire, squeeze the handle, sweep nozzle from side to side
    c. Pull the pin, squeeze the handle, aim nozzle at the base of the fire, and sweep nozzle from side to side
    d. Pull the pin, aim nozzle at the base of the fire, sweep nozzle side to side, and squeeze the handle

11. If you hear “Code Red” announced over the public address system, it tells you a fire alarm has been activated. Each department and nursing unit should:
    a. Close ALL doors and windows that are open (patient, service room, fire, and smoke doors)
    b. Turn on hallway lights, clear hallway of ALL equipment, and check EXIT areas have a clear path
    c. Tell visitors to stay in patient’s room or visiting areas and listen for additional announcements
    d. All of the above
12. Harassment and discrimination on the basis of gender identity or transgender status is prohibited in New York State. Discrimination against transgender persons is unlawful and will not be tolerated anywhere in the state of New York.
   a. True
   b. False

13. For the general security of all, staff should:
   a. Wear employee identification badge at all times while on Upstate property (owned and leased)
   b. Report unauthorized persons (no ID badge)
   c. Report suspicious activities
   d. All of the above

14. Hand hygiene is one of the most effective ways to reduce the number of hospital-associated infections. How long does it take to wash your hands effectively?
   a. 15 seconds (at least)
   b. As long as it takes to sing the “Happy Birthday” song twice
   c. Both A & B are correct
   d. None of the above

15. Everyone knows you should wash your hands before and after giving care to a patient (and/or touching patient or environment). You should also wash your hands:
   a. Before and after eating
   b. After removing gloves
   c. After sneezing, coughing, or using the bathroom
   d. All of the above

16. When is it acceptable to use alcohol-based hand sanitizers instead of soap and water?
   a. Any time they become contaminated with blood or body fluid
   b. Only when hands are not visibly soiled
   c. When dealing with a patient that has C-Diff
   d. If your hands are visibly dirty

17. Artificial nails (anything that is not your natural nail) are not acceptable for any employee that is required to wear gloves.
   a. True
   b. False

18. Staff with occupational exposure to blood and body fluids should be vaccinated for Hepatitis B, which is Available free-of-charge in the Employee Health Office.
   a. True
   b. False

19. The BIOHAZARD symbol tells staff that something has blood/body fluid on it that could be harmful to them – contaminated. The color RED is also a signal for contamination with blood/body fluids.
   a. True
   b. False
20. If an employee develops symptoms of allergy (i.e. rash and itchy or red skin) and latex reaction is suspected, the employee should report to Employee Health. If an employee develops severe symptoms or breathing problems, the employee should report to:
   a. Their primary care provider
   b. A dermatologist or allergist
   c. The Emergency Department
   d. None of the above

21. What should ALL hospital staff do upon hearing the “Code Amber” overhead page?
   a. Monitor hallways and stairway exits in the immediate area of your location
   b. Standby exit doors leading out of the facility/any public area such as the hospital lobby or cafeteria
   c. Look for anything suspicious or out of the ordinary such as an individual carrying a large parcel or forcibly struggling with a child
   d. All of the above

22. Sexual violence is a form of sexual harassment. Affirmative consent is a knowing, voluntary, and mutual decision among all participants to engage in sexual activity. Silence or lack of resistance, in and of itself, does not demonstrate consent. The definition of consent does not vary based upon a participant’s sex, sexual orientation, gender identity, or gender expression.
   a. True
   b. False

23. A stroke is interruption of blood flow to the brain. Rapid identification and treatment of stroke symptoms improves the potential outcome. Five common symptoms of a stroke are:
   1) Sudden numbness or weakness, especially on one side
   2) Sudden confusion or trouble speaking
   3) Sudden trouble seeing in one or both eyes
   4) Sudden trouble walking or dizziness
   5) Sudden severe headache with no known cause
   a. True
   b. False

24. Workplace violence is any physical assault, threatening behavior, or verbal abuse occurring in the work setting. This includes, but is not limited to, the buildings, surrounding property, and the parking lots.
   a. True
   b. False

25. Workplace diversity & inclusion is everybody’s responsibility. ALL employees are expected to foster and promote a work environment that is inclusive and reflects the significant diversity within the region we serve.
   a. True
   b. False

**ANSWER THE FOLLOWING ONLY IF YOU ARE A LICENSED STAFF MEMBER THAT PROVIDES REGULAR CARE TO PATIENTS**
26. Any faculty, staff, or student involved in the conduct of a research study is **REQUIRED** to complete educational training.
   a. True
   b. False

27. Patients identified with Dysphagia will have a blue bracelet placed on their wrist. If a patient is wearing a blue bracelet, you must STOP and check the medical records for a nursing or physician order for diet and/or feeding precautions:
   a. True
   b. False

28. In response to national outbreaks of Hepatitis B virus and Hepatitis C Virus, the CDC and the New York State Health Department have defined Safe Injection Practice. All licensed personnel must comply with these standards, which include:
   a. Use needles only one (1) time
   b. Use syringes only one (1) time
   c. Use each needle/syringe on only one (1) patient
   d. All of the above

29. Chronic medical conditions requiring ongoing and continuous management deserve a place in the current problem list. Although they may not have precipitated the patient’s admission, they are still subject to your management efforts and medical decision-making. Document chronic medical conditions as an **active** problem, if only to say, “Currently stable.”
   a. True
   b. False

30. All Licensed professionals who administer and dispense medications must:
   a. Sign off on the medication immediately BEFORE the drug is administered
   b. Follow policy M-03 and maintain the “Six Rights” of patients
   c. Document if a medication is administered via injection, but NOT the injection site
   d. Record their initials and title ONLY

31. Access to our online patient education and informational resources for patients/visitors is available to the patient’s/visitor’s personal electronic devices **before, during, and after** their stay.
   a. True
   b. False

32. To promote patient safety, strict adherence to the procedure verification process is required to ensure the correct procedure is done on the correct patient on the correct site. Pre-procedure verification of the correct patient utilizes **at least** two patient identifiers, including:
   a. Patient’s name, address, and phone number
   b. Patient’s first and last name, date of birth, and medical record number, if available
   c. Patient’s name, name of attending physician, and patient’s room number
   d. Patient’s name, scheduled procedure, and attending physicians name