

Human Resources standard 2.20:

Staff members, licensed independent practitioners (LIP), students and volunteers as appropriate, can describe or demonstrate their roles and responsibilities based on specific job duties or responsibilities relative to safety.

Evidence of Compliance	Evidence of Performance Improvement
Element of Performance 1: Can describe risks within the hospital's environment.	
<input type="checkbox"/> Job descriptions detail training requirements related to EMS issues <input type="checkbox"/> Training records indicate employees trained, dates, agenda covering environmental risk areas <input type="checkbox"/> Employee performance records indicate compliance with EMS responsibilities <input type="checkbox"/> Employees can demonstrate familiarity with emergency procedures (e.g. spill clean up, reporting) <input type="checkbox"/> Employees can demonstrate knowledge of hazardous materials and waste <input type="checkbox"/> Records available for ongoing, periodic competence assessment	<input type="checkbox"/> Training records indicate training on pollution prevention and waste reduction concepts <input type="checkbox"/> Staff can describe pollution prevention and waste reduction activities occurring in facility <input type="checkbox"/> Staff can describe how safety risks might be minimized thorough the use of pollution prevention
Element of Performance 2: Can describe actions to eliminate, minimize or report risks.	
<input type="checkbox"/> Employees demonstrate competency in handling hazardous and infectious materials <input type="checkbox"/> Employees demonstrate competency in handling hazardous and universal waste <input type="checkbox"/> Employees operate in such a manner as to minimize spill risks <input type="checkbox"/> Employees knowledgeable in engineering, work practice controls to minimize exposure <input type="checkbox"/> Employees can locate, are familiar with spill response kits and equipment <input type="checkbox"/> Employees familiar with spill response procedures <input type="checkbox"/> Staff members, LIP, students and volunteers can describe how safety risks minimized through P2	<input type="checkbox"/> Purchasing policy and procedures minimize, eliminate hazardous materials from entering facility
Element of Performance 3: Can describe procedures to follow in the event of an incident.	
<input type="checkbox"/> Staff members, etc., demonstrate competency in release, spill, or fire procedures <input type="checkbox"/> Staff members, etc., know location of resources to address environmental incidents	
Element of Performance 4: Can describe reporting processes for common problems, failures and user errors.	
<input type="checkbox"/> Procedures in place, documented for reporting environmental and safety incidents <input type="checkbox"/> Employees can demonstrate knowledge of reporting processes <input type="checkbox"/> Incident reports in use, data available for trending; reports submitted to appropriate committees	<input type="checkbox"/> Number of incidents relating to spills and releases decreases over time <input type="checkbox"/> Number of employee exposure, illness related incidents decrease over time