

Safety Bulletin

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Team Member Safety

Who needs to know this?

All team members.

Why is this important?

The safety and security of BayCare's patients AND team members is our top priority. To that end, BayCare makes every attempt to ensure the safety and health of its team members by establishing policies and procedures, providing training and education and encouraging continual improvements on safety in the workplace. In addition, BayCare adheres to all state and federal OSHA requirements.

Expectations

Safety is your responsibility, and we want to provide you with the tools to make your workplace a safer environment.

Key Points

General Safety

Avoid slips and falls.

- Wear shoes with no-skid soles and walk, don't run.
- Watch for and remove obstructions and spills immediately.
- Don't leave cabinet doors and drawers open.
- Report loose tiles or carpet.
- When walking, make sure you have a clear line of sight.

Electrical Safety

Use common sense around electricity.

- Don't place cords near heat or water or touch anything electrical with wet hands.
- Be sure equipment is properly grounded.
- Don't pull power cords out of the wall by the cord—it can break the wires.
- NEVER use two-wire to three-wire cheater plugs—they defeat protective grounding.
- Extension cords should NOT be used for permanent equipment installations.
- Make sure all pathways are free of cords and that cords under desks are bound together and are out of the way.

Chemical Safety

Employ caution when using any chemicals.

- Heed all warning labels and Material Safety Data Sheets.
- Never open an unlabeled container.
- Do not put chemicals into containers not intended for them.
- Wear gloves when handling chemicals, even cleaning solutions.
- Use ventilation equipment properly.
- Wear personal protection equipment when appropriate.
- Follow all drug and chemical procedures carefully.
- Carefully clean up any spills and use protective equipment.

Personal Safety

Observe the rules of personal security.

- Park close to the building when it's dark and move your car in the daylight.
- Pair up with a coworker when leaving the building at night.
- Look for strangers in remote areas prior to leaving your car or the building.
- Walk with confidence and purpose.
- Have your keys out and ready to avoid fumbling in your pocket or purse.
- Report lights that are out by completing a maintenance work order on the Intranet.
- If confronted with an angry or aggressive person, try to have an escape route.

Where can I get more information?

SAH: Environment of Care Policy Manual Safety Program #2.2

MPM: The Book

SJB: Plan for a Safe Environment Policy #501.1