

# Healthcare Safety Rules

Always follow these company safety rules.

Our company, \_\_\_\_\_, is committed to the safety of our employees and customers. Our safety rules and policies are in place to prevent work-related deaths, injuries, damages, and wasteful financial losses.

We require you to follow the written safety rules below when performing work on behalf of our company. Our organization investigates all injuries, incidents, hazard reports, and property damage.

You are expected to follow these safety rules. Documented corrective action will result if the safety rules are not followed.

- Report injuries, incidents, unsafe conditions, and damage to management before your shift ends.
- Needlesticks or body fluid exposure must be reported immediately.
- Contact your supervisor whenever an injury or after-hours incident occurs or for any other business-related emergencies.
- Employees are prohibited from working while impaired by alcohol, medications, legal substances, or illicit drugs.
- Our organization performs post-incident drug and alcohol screenings.
- Horseplay on the job is strictly prohibited.
- Drivers and passengers must wear seat belts when using company vehicles or driving personal vehicles for business.
- Do not operate a vehicle when fatigued.
- Seatbelts must be worn when riding in the patient care area of an ambulance.
- Cell phone use while driving is prohibited.
- Safe and courteous driving is required. Follow speed limits, do not tailgate, and maintain a safe following distance.
- Keep personal protective equipment stocked and report any shortages.
- Wear protective gloves during patient contact.
- Wash hands before and after patient contact.
- When cleaning up body fluids, wear gloves and use a germicidal cleaner.
- Wear eye protection and a HEPA mask with potential flying body fluid exposure.
- Wear slip-resistant footwear.
- Replace sharp object containers when 2/3 full.
- Do not block circuit breaker panels, fire alarm pull stations, emergency exit lighting or fire extinguishers.
- Team lifts are required when moving patients. Use mechanical lifting devices when possible.
- Do not twist when lifting patients or heavy objects.
- Two-person lifts are required when machinery or supplies weigh over 50 lbs.
- Clean up spills and hazards immediately.
- Do not use undersized two-wire extension cords.
- Never piggyback surge protectors or use multiple extension cords.
- Keep the area around surge protectors clean and clear to allow for cooling airflow.
- Do not cover extension cords with rugs or in an area that creates a trip hazard.
- When doing extensive computer work, take breaks and stretch. Express ergonomic concerns to management in writing.
- Know the severe weather plan.

*These advisory materials have been developed from national standards and sources believed to be reliable, however, no guarantee is made as to the sufficiency of the information contained in the material and MEM assumes no liability for its use. Advice about specific situations should be obtained from a safety professional.*

# Healthcare Safety Rules

\_\_\_\_\_ is committed to the safety of our employees and customers.

By signing, you are expected to follow the safety rules. If the safety rules are not followed, documented corrective action will result.

Safety rule acknowledgment date: \_\_\_\_\_

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Please return the signed safety rules to our Underwriting team at [uwhelp@mem-ins.com](mailto:uwhelp@mem-ins.com)

