

**BARROW REGIONAL'S HEALTH CARE SYSTEM  
KEY ELEMENTS OF HOSPITAL ORIENTATION ACKNOWLEDGEMENT PAGE**

	Place a "✓" that you have reviewed each item within the key elements orientation package and understand the information provided.
Mission, Vision, and Values page 1	
Customer Service page 1	
Orientation to the Facility page 2	
Right to Know, MSDS page 3	
Standard Precautions, Bloodborne Pathogens, Infection Control page 4	
Review of "Partnering To Heal" Module – Teaming up against HAIs page 8	
Tuberculosis page 9	
Body Mechanics page 9	
Environment of Care page 10	
Fire Safety page 11	
Electrical Safety page 12	
How to Report an Emergency page 12	
Emergency Power and Telephone page 12	
Hospital Codes and Responsibilities page 13	
Emergency Management Plan Assignments of Hospital Staff and Medical Staff page 13	
Radiation Safety / MRI Safety page 14	
General Safety / Signs of Impairment / Workplace Violence page 15	
Age Specific Guidelines page 16	
Abuse/Neglect page 17	
Cultural Diversity page 18	
Prevention of Infant/Child Abduction page 18	
Patient Safety page 19	
Do Not Use Abbreviations page 19	
Assessment and Care of the Patient page 19	
Performance Improvement page 20	
HIPAA/Confidentiality (Corporate Compliance Handbook) page 21	
False Claims Act page 22	
Proper Identification page 23	
License, Certification, Registration page 23	
Patient Rights / Responsibilities & Ethical Issues page 23	
Risk Management / EMTALA page 25	
National Patient Safety Goals page 26	
Need To Know Information (Time Out, SBAR, Fall Prevention, Labeling Meds, TJC) page 27	
Patient Restraints page 29	
Assessing and Managing Pain page 30	
Patient and Family Education, Patient Communication, Advance Directives page 30	
Needs of a Dying Patient page 31	
Point of Care Program Policy / Laboratory page 32	
Pharmaceutical Care Services page 32	
Non Disclosure Agreement page 33	
Quality of Care Complaints to the Joint Commission page 33	
Alternatives for Information Management Downtime Systems page 34	
In addition to this material, I have also received the Corporate Compliance Manual	

I have received information on all the preceding items listed, and have a good understanding of all items. I have asked questions regarding those items I do not completely understand.

Signature \_\_\_\_\_ Printed Name \_\_\_\_\_ Date \_\_\_\_\_

I have furnished information on all of the preceding items listed and offered any additional information the individual inquired about.  
Hospital Representative \_\_\_\_\_ Title \_\_\_\_\_ Date \_\_\_\_\_

Acknowledgement Sheet to be placed within the Employee and/or Provider's File as record of Orientation of Key Elements has been completed.

Updated 3/6/2012