your facility or hospital name here Infection Prevention Employee Health Policy and Procedure

Subject: Employee Health Program

Policy: The Employee Health Program is reportable to the Infection Prevention committee and the Infection Prevention Director. The Infectious Disease physician provides the medical directorship for Employee Health. The program consists of:

- Education of personnel to recognize and protect against potential hazards to themselves and other personnel.
- Provision of indicated vaccinations to employees, volunteers and physicians.
- Follow-up monitoring of exposures to communicable disease, in conjunction with Infection Prevention.
- 4. Emphasis on maintenance of sound health habits and personal hygiene.
- Monitoring and provision of care to personnel with work-related illness or exposure.
- Promotion of a safe work environment. Education of personnel to prevent injury through ergonomics, body mechanics, appropriate use of PPE, safety designed sharps, and non-slip shoes.
- 7. Promotion of employee health education and wellness.
- Provision of safety-designed sharps and disposal systems, in accordance with the Needlestick Prevention Act.
- 9. Bloodborne Pathogen Standard Implementation
- 10. Respiratory Protection Program

Procedure:

- A health screen for all new employees, including the following, is completed prior to patient/resident contact or within five (5) days of hire, by the Employee Health Nurse. Screening will include:
 - Detailed health history
 - Weight, blood pressure
 - Review of current medications list
 - Rubella and Mumps titer, if no documented history of 2 MMR vaccinations
 - A negative Purified Protein Derivative (PPD) or chest x-ray for previous positive PPD history
 - Converters will be referred to the physician for follow-up, according to Wyoming State Health Department Guidelines
 - Review of immunization status
 - Varicella immunity, documented vaccination, disease, or titer of staff
 - Color blindness test for Laboratory, Nursing, and EMS staff

Policy Ehr Procedure Manual

Patricia A. Potter, Anne G.
Perry, Patricia A. Stockert, Amy
Hall, Wendy R. Ostendorf

Policy Ehr Procedure Manual:

Operating Policies and Procedures Manual for Medical Practices Elizabeth W. Woodcock, Bette A. Warn, 2006 This popular bestseller is an easy to use manual complete with customizable medical office policies Covering more than 100 of todays most pressing events this manual helps practice administrators and managers set procedures and policies for managing operational financial and risk issues as well as personnel disaster planning and exposure control Health Records Jerome H. Carter, 2008 Resource added for the Health Information Technology program 105301 **Process Improvement with Electronic Health Records** Margret Amatayakul, 2017-07-27 Although physicians and hospitals are receiving incentives to use electronic health records EHRs there is little emphasis on workflow and process improvement by providers or vendors As a result many healthcare organizations end up with incomplete product specifications and poor adoption rates Process Improvement with Electronic Health Records A Stepwise Approach to Workflow and Process Management walks you through a ten step approach for applying workflow and process management principles regardless of what stage your organization is in its EHR journey Introducing workflow and process mapping as essential elements in healthcare improvement it includes detailed guidance helpful tools and case studies in each chapter It also Compares EHR workflow and process management to other continuous quality improvement methodologies Highlights the processes that need to be addressed in EHR workflow and process redesign Describes the level of detail necessary for workflow and process mapping to be effective Explains how to create change agents and offers time tested change management tools The book describes the process for getting stakeholders to create document and validate new workflows and processes Using case studies to illustrate the unique requirements of health information technology HIT and EHR acquisition this reference provides you with simple yet powerful tools along with step by step guidance for the effective use of workflow and process mapping within healthcare The Electronic Health Record for the Physician's Office E-Book Julie Pepper, 2023-07-19 Get realistic hands on practice with performing EHR tasks Combining a print textbook with online SimChart for the Medical Office software The Electronic Health Record for the Physician's Office 4th Edition uses real world examples and screenshots to walk you through each EHR task Clear step by step guidelines simplify the exercises in each simulation so you master all the EHR skills required of a medical office professional You ll learn how to use EHR in patient care and reimbursement as you perform tasks in administrative use clinical care and coding and billing Written by Medical Assisting educator Julie Pepper this manual also helps you prepare for success on the Certified Electronic Health Records Specialist CEHRS examination UNIQUE Integration with SimChart for the Medical Office SCMO Elsevier's educational EHR sold separately makes it easier to learn and apply EHR fundamentals EHR Exercises with step by step instructions reinforce key concepts and allow practice with actual software increasing in difficulty based on the knowledge gained Critical Thinking Exercises provide thought provoking questions to enhance learning and problem solving skills Chapter Review Activities allow you to

assess your knowledge of the material with activities such as a review of key terms matching and true false questions and additional opportunities for software practice Review of Paper Based Office Procedures describes how tasks are completed when the healthcare facility is using paper based procedures instead of electronic Trends and Applications provide real life examples of how EHR systems are being used to improve health care Application exercises in the appendix include front office clinical care and coding and billing allowing you to practice skills before tackling graded SCMO exercises Student resources on the Evolve website include a custom test generator to allow CEHRS exam practice or simulation NEW Content is aligned to the latest blueprint for the Certified Electronic Health Records Specialist CEHRS exam NEW Updated coverage includes data validation and reconciliation patient portals EHR training IT troubleshooting techniques common documentation errors reimbursement systems and processes authorizations federal quidelines and escalation procedures and reporting NEW Screenshots demonstrate EHR applications within SimChart for the Medical Office Handbook of Research on Records and Information Management Strategies for Enhanced Knowledge Coordination Chisita, Collence Takaingenhamo, Enakrire, Rexwhite Tega, Durodolu, Oluwole Olumide, Tsabedze, Vusi Wonderboy, Ngoaketsi, Joseph M., 2021-01-15 The convergence of technologies and emergence of interdisciplinary and transdisciplinary modus of knowledge production justify the need for research that explores the disinterestedness or interconnectivity of the information science disciplines The quantum leap in knowledge production increasing demand for information and knowledge changing information needs information governance and proliferation of digital technologies in the era of ubiquitous digital technologies justify research that employs a holistic approach in x raying the challenges of managing information in an increasingly knowledge and technology driven dispensation. The changing nature of knowledge production for sustainable development along with trends and theory for enhanced knowledge coordination deserve focus in current times The Handbook of Research on Records and Information Management Strategies for Enhanced Knowledge Coordination draws input from experts involved in records management information science library science memory and digital technology creating a vanguard compendium of novel trends and praxis While highlighting a vast array of topics under the scope of library science information science knowledge transfer records management and more this book is ideally designed for knowledge and information managers library and information science schools policymakers practitioners stakeholders administrators researchers academicians and students interested in records and information management

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