

Lodging
SAFETYWORKS

Bloodborne Pathogens

Video Companion Materials

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INTRODUCTION

Lodging SAFETYWORKS shows employees how to “build safety in” to everything they do. Your employees will learn how to use preventive measures to work safely and how to recognize and effectively respond to hazards. The “Key Points” section in these companion materials outlines the videotape’s content in more detail.

With just a little planning, this video can provide an effective training tool adapted to the specific needs of your property. For complete instructions on how to plan a training session around this video, see the section entitled “Conducting a Video Training Session” in these companion materials.

KEY POINTS

Bloodborne Pathogens

(Approximately 12 minutes)

- Recognize pathogen risks at your property.
- Never put your hands where you can’t see them.
- Treat all body fluids as potential hazards.
- Follow your property’s procedures for responding to pathogen hazards.
- Use the correct personal protective equipment for your job.

- If you must handle potentially contaminated items, do so as little as possible and use appropriate personal protective equipment.
- Carefully clean contaminated areas using proper protective and disposal equipment.

CONDUCTING A VIDEO TRAINING SESSION

Step One: *Prepare*

1. Read these companion materials.
2. Preview the video.
3. Customize the Safety “Scavenger Hunt” Checklist by adding your property’s policies and procedures.
4. Prepare copies of the Safety “Scavenger Hunt” Checklist.

Step Two: *Present*

1. Introduce the video.
2. Show the video straight through.
3. Discuss the video using the Segment Questions in these companion materials.
4. Explain differences between the video and your property’s procedures.

Step Three: *Practice*

Activities can help employees practice skills. Use the Segment Activities and Safety “Scavenger Hunt” Checklist in these materials as well as materials from your own training program.

Step Four: *Follow Up*

Following up with employees is important to their continued success. Offer praise when they perform well and suggestions when they need to improve. Suggest that they watch the video periodically for review and use the questions and checklist as needed.

SEGMENT QUESTIONS

Bloodborne Pathogens

1. What personal protective equipment are you required to use, and where can you find this equipment at your property?
2. How are bloodborne pathogens spread?
3. What items do you generally encounter that might contain body fluids?
4. What should you do when you find a potential pathogen hazard?
5. What is the first step to follow if you are stuck by a syringe or come in physical contact with body fluids?

SEGMENT ACTIVITIES

Activity 1 — Safety Scenarios (10 minutes)

- Explain that you are going to role play different safety scenarios in which you, as a new employee, will need training. A more experienced employee will then show you how to handle each situation safely.
- Ask for a volunteer to play the more experienced employee in each of the following scenarios:
 - You see a housekeeper pushing down trash in an overloaded trash can with her hand.
 - You find a hypodermic needle in a guestroom.
 - You see an unconscious guest sprawled on the floor in a public area.
- Ask other employees to offer advice if the volunteer needs assistance. For further practice, change the details of a scenario and ask employees what they would do in the new situation.

Activity 2 — Safety Stories (10 minutes)

- Pass out pieces of paper to each employee. Have employees think about an unsafe pathogen situation they recently encountered. Ask them to write down a brief description of what happened and how they responded to the situation.

- Collect the pieces of paper and fold each one. Place the papers in a hat or shuffle them up, then ask a volunteer to pull out one of the papers.
- Read the situation on the paper and discuss what happened. Offer positive reinforcement for situations that were handled correctly. If necessary, explain the proper way to respond to the situation.
- Discuss what could be done to prevent that situation from happening again. Continue to pick out other situations and discuss them as time allows.

SAFETY “SCAVENGER HUNT” CHECKLIST

Instructions

Pass out copies of the Safety “Scavenger Hunt” Checklist to your employees. Provide a time frame to complete the tasks listed — anywhere from a week to a month is suggested. Stress the importance of the scavenger hunt as an exercise that will help create a safe workplace for everyone. When the checklist is completely filled out, sign the checklist along with the employee as a record of training.

SAFETY "SCAVENGER HUNT" CHECKLIST

Bloodborne Pathogens

I have:

- Demonstrated the proper plan of action when discovering a discarded needle.
- Learned who is responsible for handling pathogen hazards at my property.
- Located appropriate personal protective equipment for handling potentially contaminated materials.
- Identified places where potential pathogen hazards might be.

_____ Employee's signature

_____ Supervisor's signature