



Martin Luther King, Jr.
OUTPATIENT CENTER

POLICY AND PROCEDURE

DIVISION: ADMINISTRATION	NUMBER: 04-047
SUBJECT: ORIENTATION/TRAINING FOR FORENSIC AND OTHER NON-HOSPITAL STAFF	
SECTION: HUMAN RESOURCES	PAGE: 1 OF: 2
REVIEWED BY: HR ADMINISTRATOR AND PROCEDURE & POLICY COMMITTEE	EFFECTIVE DATE: 01/97
TO BE PERFORMED BY: ALL WORKFORCE MEMBERS	REVIEWED DATE: 04/11/06 REVISED DATE: 04/2017

PURPOSE

To provide orientation and training for forensic staff and other non-hospital staff involved in unexpected or unusual clinical activities related to patients. To ensure safe interaction with patients and others.

POLICY

Forensic staff who may be involved in activities that could support or hinder therapeutic goals for patients must be provided with orientation.

PROCEDURE

The Office of Public Safety (OPS) in conjunction with hospital disciplines is responsible for providing orientation/ training for forensic staff and other non-hospital individuals who may be involved in unexpected or unusual clinical activities. The orientation will cover the following topic:

- Hospital channels of communication
- Patient Distress/ Unusual Clinical Events and Incidents
- Restraints Use for Clinical Purposes
- Infection Control
- Fire Safety
- MLK-H Hospital Emergency Codes
- Confidentiality

All Workforce members are required to follow DHS Policy No. 321.1, Behavioral Restraint and/or Seclusion when handling unexpected or unusual patient situations that may become potentially violent or hazardous to the patient and/or others.

OPS and trained forensic and non-hospital staff must ensure that the rights of the patient are maintained.

Any patient under police/law enforcement custody will have care coordinated to meet their critical needs. The patient rights will be protected to the extent allowed based on correctional facility/ law enforcement standards.

Documentation of training must be maintained pursuant to regulatory standards by the Office of Public Safety (OPS).

DEFINITIONS

Forensic staff

Law enforcement and correctional officers or guards who accompany patients to the hospital.

Workforce or Workforce Member

Workforce Member is defined as employees, volunteers, trainees, affiliates, students, and any other persons who perform work under the control of DHS, whether or not they are paid by the County.

AUTHORITY

JCAHO, Management of Human Resources, Standard HR 2.10

REFERENCE

DHS Policy 321.1 Behavioral Restraints and/or Seclusion

NOTED AND APPROVED:

Cynthia M. Oliver, Chief Executive Officer

Date

Ellen Rothman, M.D., Chief Medical Director

Date

Regina D. Pierre, Human Resources Administrator

Date

Signature(s) on File.