

Injection Safety Policies and Procedures (Template)

This sample document should be modified to make it unique to your facility's injection safety program needs.

Purpose:

To prevent the spread of blood borne pathogens and bacterial infections through the use of safe injection practices and ongoing standardized competency training.

Policy:

All members of the healthcare team will follow best practices guidance from the U.S. Centers for Disease Control and Prevention (CDC) and Association for Professionals in Infection Control (APIC) regarding the safe use of needles, syringes, medications, cannulas and intravenous delivery systems.

Procedures:

The following procedures apply to the use of all needles, syringes, medication vials, intravenous delivery systems and sharps containers.

1. Follow hand hygiene guidelines at all times;
 - a. Before patient contact
 - b. Before carrying out a clean/aseptic procedure such as handling an invasive device, preparing injections
 - c. Immediately after contact with body fluids, mucous membranes or wound dressings
 - d. After touching patient surroundings, all inanimate surfaces in the patient care area and upon leaving the patient room
2. Injections are prepared using aseptic technique in a clean area free from contamination or contact with blood, body fluids, or contaminated equipment.
3. Needles and syringes are used for only one patient (this includes manufactured prefilled syringes and cartridge devices such as insulin pens).
4. The rubber septum on a medication vial is disinfected with alcohol prior to piercing.

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Alan Calder, Steve Watkins



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Accounting Policies and Procedures Manual Steven M. Bragg, 2012-06-19 Now in a fifth edition Accounting Policies and Procedures Manual A Blueprint for Running an Effective and Efficient Department is a how to guide on creating an effective and efficient accounting department policies and procedures manual Written by Steven Bragg the foremost authority in accounting and controllership issues the new edition includes A new complimentary Web site providing readers with the foundation for creating or enhancing their accounting department policies and procedures manual More coverage of accounting procedures including inventory billing cash receipts pricing order entry credit collections sales returns capital budgeting cash forecasting payroll and closing the books Accounting Policies and Procedures Manual is the tool every accounting department needs to regularize and systematize its procedures to match the best in the industry **7 Steps to Better Written Policies and Procedures** Stephen Butler Page, 2001 Includes exercises suggested answers checklists sample policies and procedures *Iso 9001* Robert Bamford, William J. Deibler II, 2003-12-18 Executives engineering managers project managers engineers and process improvement experts within engineering organizations need a resource that systematically translates the requirements of ISO 9001 2000 into a usable specification for engineers Understanding ISO 9001 2000 from an engineer's perspective ensures that software hardware and sy Accounting and Finance Policies and Procedures, (with URL) Rose Hightower, 2008-04-25 Policies and procedures are the foundation of internal controls for organizations Taking a complicated subject and breaking it into manageable components this book enables you to hit the ground running and significantly accelerate your completion of a solid policies and procedures program Comprehensive and practical this useful book provides you with sample documents you can personalize and customize to meet your company's needs These manuals are favorites for organizations and companies that need a foundation and grounding to ensure an internal control posture of integrity credibility method process and process or a reminder of its importance URLs were included when first published to encourage the dissemination and distribution of relevant chapters to those interested and in charge of the specific departments Although times have changed the principles professed are sound and solid for today's accounting and business environment Implementing these cornerstones will produce a principled manageable approach These manuals can be used by accounting individuals finance departments sole proprietor businesses large corporations accounting auditing students and any others interested in specific topics or general disciplines The discipline for the oversight processes and procedures are important when introducing or implementing auditing practices whether in accounting or throughout the organization These manuals should be used together to provide the basics when setting up a department or specific process discipline for learning about the strengths weaknesses and opportunities within the specific focus areas ISO 9000 Intranets Using Microsoft® FrontPage® , **SharePoint 2003 User's Guide** Seth Bates, Tony Smith, 2006-11-08 Microsoft SharePoint Portal Server 2003 and Windows SharePoint Services address a variety of

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