



PURPOSE

This document outlines topics to be covered when providing health and safety orientations. All Visiting Students are required to review each topic at the beginning of an elective.

Any questions or clarifications regarding the contents of this document are to be addressed with the Faculty of Medicine (FoM) Health & Safety team – fom.safety@ubc.ca.

GENERAL HEALTH AND SAFETY ORIENTATION

- Locate eyewash equipment, emergency exits, fire alarms, fire extinguishers, and the designated assembly area in the event of an evacuation
 - Students should be directed to the emergency key plan or fire plan at the site (posted near elevators or on walls near emergency exits for each floor of every building). This will provide information about fire extinguishers, emergency exits, fire alarms, and the designated assembly area in the event of an evacuation

R.A.C.E. – Fire Response Protocol

 - R** – Rescue people from immediate danger
 - A** – Activate the fire alarm and call your local emergency number to report the fire and your location (Building, Floor & Area)
 - C** – Contain the fire by closing all windows and doors in the area
 - E** – Extinguish the fire only if it is safe to do so. Otherwise, Evacuate the area by moving people to the safe side of the nearest set of fire doors

- Students are reminded to:
 - Not wear scented personal products
 - Wear close-toed shoes
 - Use a break-away lanyard
 - Have their hair closely cropped or pulled back

- Students have the right to refuse unsafe work or work for which they are not sufficiently supervised or trained
 - In the event a student has reasonable cause to believe that the work process will create an undue hazard to their health and safety, they have the right to refuse unsafe work and immediately report that to their Preceptor

- Students should immediately leave an examination room and contact assistance if a patient becomes threatening or abusive
 - If required, review the students roles/responsibilities in the event of a Code White:
 - Leave the area until sufficient resources and help are available
 - Alert staff and/or call for help if you have not already done so
 - DO NOT try to tackle or subdue the patient yourself
 - If necessary and safe to do so, then you may, while at a safe distance:
 - Help remove objects that can cause injury
 - Keep other patients away



- In the event of an incident or accident during the elective, students must report them to their Preceptor and UBC
 - UBC reporting: visit cairs.ubc.ca and follow instructions to report an accident or incident for practicum/clinical placement students
 - Once reported, FoM Health & Safety will contact student to ensure appropriate follow up

- Students know when to wear personal protective equipment (PPE), including gloves and eye protection
 - Review [Clinical Placement Safety Module](#) for more information
 - Ask your preceptor for site-specific requirements

- Students are aware that they may be exposed to infectious diseases during their placement. As part of infection prevention and control measures, they will be given instructions according to the [BCCDC](#)

- Students have knowledge of [COVID-19 specific infection prevention and control measures](#)

- Students have knowledge of [proper hand washing techniques](#) and when to clean their hands

- Students have knowledge of the [Safe Work Procedure](#) for handling and disposing of sharps

- Students have knowledge of appropriate procedures in the case of a BBF “blood or bodily fluid” [incident](#) & [clean up](#)

- In the event a student feels mistreated, bullied or discriminated against, review information on the [Mistreatment Help website](#) and talk to someone in the Faculty of Medicine

- If students are visiting multiple sites during the elective, they should locate:
 - Where personal protective equipment is stored and the location of eyewash equipment at each site
 - The emergency key plan or fire plan at the site (posted near elevators or on walls near emergency exits for each floor of every building). The key plan or fire plan should be reviewed to locate fire extinguishers, fire alarms, emergency exits, and the designated assembly area in the event of an evacuation