

Fire Prevention and Fire Emergency Plan

1. Keep objects that can burn away from cooking areas, heat, wiring and lights.
2. If you or someone in your home smokes cigarettes, cigars, etc:
 - a. Use only deep ashtrays.
 - b. **DO NOT** empty ashtrays into wastebaskets.
 - c. **DO NOT** smoke in bed.
3. **DO NOT** block ventilator openings on electrical equipment.
4. Place smoke detectors on every level of your home.
 - a. Install on the ceiling outside of the bedrooms and near the kitchen.
 - b. Check alarm monthly. Replace batteries every Spring or Fall when you reset your clocks.
5. Plan two (2) escape routes that are clear of obstacles.
6. If there is a fire in your home:
 - a. Get everyone outside.
 - b. Call 911
 - c. Use a fire extinguisher only on a small fire.
7. Own and learn to use an A-B-C rated fire extinguisher. Read the manufacturer's instructions carefully. The basic steps are:
 - a. Pull: Pull the Pin out
 - b. Aim: Aim the extinguisher at the base of the fire.
 - c. Squeeze: Squeeze or press the handle.
 - d. Sweep: Sweep from side to side at the base of the fire.
8. Contact your local fire department for more information about fire safety, fire extinguishers and smoke.

Electrical Safety

1. Electrical Cords:
 - a. User properly rated cords as suggested by the manufacturer.
 - b. **DO NOT** overload your circuits with electrical adapters, octopus plugs, or extension cords.
 - c. Replace damaged, faulty or defective cords right away.
 - d. Run electrical cords out of traffic flow.
2. Use grounded outlets as directed by the manufacturer of your equipment. If non-exist:
 - a. Use a three-prong plug adapter now. Attach it to the outlet faceplate as directed.
 - b. Consult an electrician for safe, long-term equipment use.
3. Electrical equipment:
 - a. Stop use now of any hot or burning smelling equipment.
 - b. Avoid placing electrical equipment in damp or wet locations.
 - c. Install special ground fault adaptors in bathroom and kitchen near sinks.
 - d. **DO NOT** overload your circuits with multiple pieces of equipment.
4. Place space heater in open area away from traffic flow to avoid tipping and overheating.
5. Follow supplier's safety guidelines for ventilators, oxygen and other special equipment.

Oxygen Safety

1. Learn safe storage, handling, and moving of oxygen equipment from your supplier. Store in a stable, protected area away from open flames such as gas stove or space heaters.
2. Learn safe filling of portable, liquid oxygen units from your supplier.
3. Post oxygen precaution signs in home.
4. **DO NOT** smoke in a room with oxygen equipment. NO open flames within 6 feet of oxygen that is in use.
5. Use natural based products such as Aloe Vera for dry nostrils or lips. Avoid petroleum-based products such as Vaseline. Oxygen can collect in petroleum and make it flammable.

Needle and Treatment Waste Handling and Disposal

1. **DO NOT** recap needles.
2. Always use needle disposal boxes labeled biohazard. IT's Oregon law.
 - a. Store in a safe area, away from children and pets.
 - b. Keep the lid on the box at all times.
 - c. Check to be sure the box is completely closed before moving.
 - d. **DO NOT** throw Needles in the Garbage. Talk with your nurse/pharmacy for disposal details.
3. Dispose of treatment supplies soiled with any bodily fluids after each treatment.
 - a. Use gloves and if needed, protective clothing, when handling body fluids or substances.
 - b. Place in a plastic garbage bag, tie tightly.
 - c. Place in garbage can with secure lid.

Stop the Spread of Germs

HANDWASHING

1. When:

Before and after preparing food.	Before eating
Before and after caring for someone who is ill	Before and after treating a cut or wound
Before and after touching IV lines or other medical devices	
After using the toilet	After changing diapers
After blowing your nose, cough or sneezing	After touching pets or animals
After touching Garbage	

2. How:

Wash your hands with soap and water, scrubbing for at least 15 seconds, rinse well and dry on a Clean towel.

Hand sanitizer can be used for routine hand cleaning only when hands are not visibly dirty.

COVER YOUR COUGH OR SNEEZE

1. Cover your mouth and nose with a tissue when you cough or sneeze. Discard the tissue in the trash.
2. If you don't have a tissue, cough or sneeze into your upper sleeve, not your hands.
3. Remember to wash your hands after coughing or sneezing.

Environmental Safety

1. General safety
 - a. Provide adequate locks on doors and windows.
 - b. If you live alone, ask family or friends to routinely call to check on you.
2. Equipment safety
 - a. Review safe operation with supplier.
 - b. Check for broken parts, wobbly wheels, etc.
 - c. Report to supplier right away for repair.
 - d. **DO NOT** lean on an IV pole when walking. It is not an assistive device.
3. Fall prevention:
 - a. **DO NOT** use unstable throw rugs, runners and mats.
 - b. Avoid clutter, telephone and electrical cords, or oxygen tubing in paths of walking traffic.
 - c. Install and use handrails when stair climbing.
 - d. Provide adequate lighting. Use night-lights at night.
 - e. Provide furniture layout that is safe and convenient.
4. Bathroom Safety: Fall prevention
 - a. Keep the floor dry. Avoid water spills
 - b. Provide a non-slip surface in tub or shower.
 - c. Avoid unstable bathroom mats. Use mats with rubber backing.
 - d. Install a tub or shower grab bars and bench as needed.
5. Back Safety:
 - a. Arrange work area to avoid bending at waist.
 - b. Keep weight or item close to your body when lifting.
 - c. Bend knees and lift with legs, not back.
 - d. Get help if the job looks too big to do safely.
 - e. Wear sturdy shoes. Avoid running and quick movements.
 - f. Use gait belts and side rails for safety as needed.
6. Hazardous Materials:
 - a. For kerosene fueled space heaters, use only in well-ventilated areas to avoid build-up of toxic fumes.
 - b. If a hazardous spill from a truck or train occurs nearby, follow TV/radio instructions. Close all windows and doors. Stay indoors unless instructed to leave by emergency personnel.

Clean Treatment Area in the Home/Storage and Handling of Supplies

1. Refrigerate IV, IM, SQ medications and open nutrition solutions (unless otherwise instructed).
 - a. Store medications in sealed packages away from food.
 - b. Allow enough time to warm to room temperature (usually 30 minutes) safely.
2. Store supplies (e.g. tape, tubing, alcohol wipes and instructions) safely.
 - a. Keep in a closed box in a clean area away from water or extreme temperatures.
 - b. **DO NOT** store in the bathroom.
3. Keep all supplies and medications out of the reach of children.
4. Clean your treatment area very well.
 - a. Wipe it down with alcohol prior to use.
 - b. Place a clean towel placed on the surface.
5. Protect your supplies, equipment and treatment area from pets. Pets have been known to lick, chew and destroy tubing, dressings, etc.

Medication Safety

Federal and state laws say that the pharmacy that fills your new prescription should instruct you how to take the medication safely. A printed copy of the following information is available for each of your prescriptions at your pharmacy. You should know:

- a. The name and description of the medicine.
- b. How much to take and for how long.
- c. How to take it: by mouth, eye drops, skin patch, etc.
- d. How to time it throughout the day and night.
- e. Whether you need to take it with or without food.
- f. What you and your doctor expect the medicine to do.
- g. What side effects to watch for and report.
- h. What food, other drugs or activities to avoid while taking the medicine.
- i. What you might do to check to see if the drug is working well.
- j. How to store the medicine.
- k. Expiration date or when the medicine is too old to take.
- l. How, or if, you can get worse.
- m. What to do if you miss a dose.
- n. How to safely throw out unused medication.

Your Doctor or Nurse will:

1. Ask questions about your medications to find out what you need to know.
2. Provide information and answer your questions.
3. Give you special instructions as needed about how to :
 - a. Inject medications.
 - b. Care for special catheters.
 - c. Prepare liquid medicines from powders.
 - d. Other skills in taking special medicines.
 - e. Proper disposal of hazardous agents.
4. Instruct you again as needed.