

***Health Care Assault Log*** –

Instructions for completing

(A) Case number

This is a unique sequential number that identifies this case.

(B) Location (include address)

If all incidents occur at the same physical site, then this information can be entered once. If, as the case with distributed reporting, there are multiple sites (such as home care sites) reporting on a common Log, then enter identifying information for the side where this incident occurred, including street address.

Note: if location is a home address, record this information, but when the Log is transmitted to DCBS, remove the address to protect patient privacy rights.

(C) H/S/M (H - hospital, S - surgical center, M - home setting)

Enter the code indicating the type of facility.

(D) Date of incident

(E) Time of incident

(F) Specific location where incident occurred

Enter a code that most closely matches the type of location where the incident occurred, from the following list:

AD - admitting/triage

CO - corridor/hallway/stairwell/elevator

BA - bathroom

EN - entrance/exit/restricted entry

LO - lobby/waiting room

NU - nurse's station/pod area

PA - patient room

TR - treatment room

CS - common space (cafeteria, recreation room, etc.)

O - other (enter text to describe this location)

(G) Floor number where incident occurred

(H) Name of employee assaulted

Enter the name of the employee assaulted. When this information is transmitted to DCBS, remove this field or redact the name.

(I) Job title of this employee

Enter the job title of the employee assaulted; please select a code from the following list:

N - RN (registered nurse), LPN (licensed practical nurse)

HA - CNA (certified nursing assistant), nurse's aide, health aide, orderly

PH - physician, physician's assistant, nurse practitioner

PT - pharmacist

TE - technician, technologist

R - receptionist

ES - housekeeping, maintenance

S - security

SW - social worker

HH - home health aide

TT - physical therapist, occupational therapist, speech therapist

O - other (enter job description)

(J) Department or unit assignment

Enter the home department or ward assignment for the employee.

IN - intake

ER - emergency

LA - laboratory

OB - obstetrics/gynecology

ON - oncology

PD - pediatrics

PH - pharmacy

PC - primary care/medical clinic

BH - behavioral health/psych units in acute care

RA - radiology/diagnostic imaging

RE - rehabilitation medicine

SU - surgery/operating room

RC - recovery

IC - intensive care/critical care

MS - medical/surgical unit

NE - neurology

CA - cardiac care

FL - float staff (additional designation, employee is working in an alternate location)

O - other

Note: If an employee is float staff (sometimes called "float pool" or "float/per diem") record the additional code FL, as well as the department/unit assignment.

(K) Status of assailant

(P - patient/general, BH - behavioral health patient, V - visitor, E - employee, O - other)

Enter the code corresponding to the status of the assailant (person assaulting the employee)

BH would apply to patients diagnosed as behavioral health, whether currently in a behavioral health unit or acute care unit.

(L) Assailant action

Enter the code that most closely reflects the assailant's action (multiple selections ok).

B - biting

GR - grabbing, pinching, scratching

HK - hitting, kicking, beating

PS - pushing, shoving

TR - throwing objects

ST - stabbing

SH - shooting

SR - sexual assault, rape

O - other (enter text to describe)

(M) Possible cause

Enter the code that most closely corresponds to the reason for the attack.

BH - behavioral health

AN - anesthesia recovery

M - medication issue

Include drugs and alcohol

WD - withdrawal symptoms

SN - systemic/neurological disorders

Underlying physical conditions that can result in erratic behavior, including diabetes, head trauma, epilepsy, dementia, and other

EM - emotional issue

Angry, distraught, other strong emotions

H - history of violent behavior

O - other (enter text to describe)

Note: even if more than one may apply, please determine the cause that most directly contributed to this incident. Other causes can be noted in the Comments field.

(N) Result of Assaultive Behavior

Place a checkmark in the column that reflects the injury resulting from the assault - enter one check reflecting the most serious injury for this incident.

(1) Mild soreness, surface abrasions, scratches, or small bruises

(2) Major soreness, cuts, or large bruises

(3) Severe laceration, bone fracture, or head injury

(4) Loss of limb or death

Note: for serious injuries, be sure to enter the incident on the OSHA 300 Log, and contact Oregon OSHA

if the injury resulted in death or an overnight hospitalization.

(O) Weapon

Enter a code reflecting the type of weapon used, if any.

G - gun

K - knife

B - bar, rod, club, stick

DW - door, window, floor, wall

F - furniture

MI - medical instrument or equipment

FO - food, utensils, meal tray

AB - assailant's body (assaulted by assailant's hands, feet, other body parts)

BF - bodily fluids

O - other (enter type of weapon used)

(P) Number of employees present (in addition to victim)

Enter the number of other employees that witnessed the incident (enter 0 if no one else was present)

(Q) Response

Enter the code that most closely reflects the response taken by the employee and others when the incident occurred (multiple selections ok).

SR - seclusion or physical restraint

PRN - medication administered as necessary

SM - self-defense moves

D - de-escalate by talking down

B - call for backup

Calls may be verbal or electronic (phone, pager, or other).

LE - reported to law enforcement

E - exit the scene

O - other (describe the response if none of the codes reflect the action taken)

Note immediate response, even if subsequent action (e.g., procedural or policy changes by the facility) led to additional interventions.

(R ) Comments

Enter any additional information that will help describe this incident or the actions taken.