

***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.