



Department of Medicine
Adult Respiriology Residency Training Program
Foothills Medical Centre
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Resident Safety Policy – Adult Respiriology

Introduction

The following is intended to guide residents in the Adult Respiriology Training Program. The Residency Program Committee requires all residents to have an understanding of the following information and messages.

Part 1: Safety Policy as per the PGME office, Nov 2008 – Modified by Respiriology Program July 2014

Preamble: The PGME Office recognizes that residents have the right to a safe and respectful environment during their residency training. The responsibility for promoting a culture and environment of safety for residents rests with the Faculty of Medicine, Calgary Zone health authorities, clinical departments, clinical preceptors and residents themselves. The concept of resident safety includes physical, emotional, and professional security.

KEY RESPONSIBILITIES: For Residents

To provide information and communicate safety concerns to the program and to comply with safety policies.

For Residency Training Programs

To act promptly to address any identified safety concerns or incidents and to be proactive in providing a safe and respectful learning environment.

PHYSICAL SAFETY

These policies apply only during residents' activities that are related to the execution of residency duties.

When residents are traveling for clinical or other academic assignments by private vehicle, it is expected that they maintain their vehicle adequately and travel with appropriate supplies and contact information. The Calgary Zone health authority prohibits cell phone use and text messaging in the performance of residency duties while driving.

For long distance travel for clinical or other academic assignments, residents should

ensure that a colleague or the home residency office is aware of their itinerary.

Residents should not be on call the day before long distance travel for clinical or other academic assignments by car. When long distance travel is required in order to begin a new rotation, the resident should request that they not be on call on the last day of the preceding rotation. If this cannot be arranged then there should be a designated travel day on the first day of the new rotation before the start of any clinical activities.

Residents are not to be expected to travel long distances during inclement weather for clinical or other academic assignments. If such weather prevents travel, the resident is expected to contact the program office promptly. Assignment of an alternate activity is at the discretion of the Program Director.

Residents should not work alone after hours in health care or academic facilities without adequate support from the appropriate Protection Services.

Residents are not expected to work alone at after-hours clinics.

Residents are not expected to make unaccompanied home visits.

Residents should only telephone patients using caller blocking.

Residents should not be expected to walk alone for any major or unsafe distances at night.

Residents should not drive home after call if they have not had adequate rest.

Residents should not assess violent or psychotic patients without the backup of security and an awareness of accessible exits.

The physical space requirements for management of violent patients must be provided where appropriate.

Special training should be provided to residents who are expected to encounter aggressive patients.

Site orientations should include a review of local safety procedures.

Residents should familiarize themselves with the location and services offered by the Occupational Health and Safety Office. This includes familiarity with all policies and procedures for infection control and protocols following exposure to contaminated fluids, needle stick injuries, and reportable infectious diseases.

Residents must observe universal precautions and isolation procedures when indicated. During invasive procedures, residents will use personal protective equipment, including gown, gloves, appropriate masks, and to consider eye shields if indicated.

Residents will be familiar with all aspects of respiratory precautions, particularly when dealing with potential cases of communicable diseases (viral, mycobacterial, other).

Residents will keep their Respirator Fit testing up to date.

Residents should keep their immunizations up to date. Overseas travel immunizations and advice should be sought well in advance when traveling abroad for electives or meetings.

Call rooms and lounges provided for residents must be clean, smoke free, located in safe locations, and have adequate lighting, a phone, fire alarms, and smoke detectors. Any appliances supplied are to be in good working order. There must be adequate locks on doors.

Residents working in areas of high and long term exposure to radiation must undergo appropriate safety training for radiation exposure and follow radiation safety policies and minimize their exposure according to current guidelines.

Radiation protective garments (aprons, gloves, neck shields) should be used by all residents using fluoroscopic techniques.

Pregnant residents should be aware of specific risks to themselves and their fetus in the training environment and request accommodations where indicated. Residents should consult the Occupational Health and Safety Office for information.

PSYCHOLOGICAL SAFETY

Learning environments must be free from intimidation, harassment, and discrimination.

When a resident's performance is affected or threatened by poor health or psychological conditions, the resident should be granted a leave of absence and receive appropriate professional support. Such residents should not return to work until an appropriate assessor has declared them ready.

Residents should be aware of and have easy access to the available sources of immediate and long-term help for psychological problems, substance abuse problems, harassment, and inequity issues. Resources include the AMA Physician and Family Support Program, University of Calgary Counseling Services and Sexual Harassment Office, the Faculty of Medicine Office of Equity and Professionalism, and PARA.

PROFESSIONAL SAFETY

Some physicians may experience conflicts between their ethical or religious beliefs and the training requirements and professional obligations of physicians. Resources should be made available to residents to deal with such conflicts. Examples include the College of Physicians and Surgeons of Alberta, University of Calgary Faculty of Medicine, and the regional health authority.

Programs are bound by the PARA contract allowances for religious holidays.

Residents should have adequate support from the program following an adverse event or critical incident.

Programs should promote a culture of safety in which residents are able to report and discuss adverse events, critical incidents, 'near misses', and patient safety concerns without fear of punishment.

Residency program committee members must not divulge information regarding residents. It is the responsibility of the residency Program Directors to make the decision and to disclose information regarding residents (e.g. personal information and evaluations) outside of the residency program committee and to do so only when there is reasonable cause. The resident file is confidential.

With regard to resident files, programs must be aware of and comply with the Freedom of Information and Privacy (FOIP) Act. Programs can obtain guidance about FOIP issues from the University of Calgary Access and Privacy Coordinator. Contact information is found on the U of C Secretariat's webpage.

Resident feedback and complaints must be handled in a manner that ensures resident anonymity, unless the resident explicitly consents otherwise. However, in the case of a complaint that must be dealt with due to its severity or threat to other residents, a Program Director may be obliged to proceed, against the complainant's wishes. In that case the Faculty of Medicine's Office of Equity and Professionalism (Associate Dean) or the University of Calgary Main Campus Harassment Office (Sexual Harassment Advisor) should be consulted immediately. Depending on the nature of the complaint, the regional health authority and/or the College of Physicians and Surgeons of Alberta may need to be informed and involved. In general, the Program Director should serve as a resource and advocate for the resident in the complaints process.

Residents must be members of the CMPA and follow CMPA recommendations in the case of real, threatened, or anticipated legal action.

In addition to CMPA coverage for patient actions, residents are indemnified for actions or lawsuits arising from the actions or decisions made by committees (e.g. tenure, appeals, residency training) they may serve on, under the university insurance for lawsuits related to academic issues.

PGME Committee approval December 12, 2008

CONTACT INFORMATION

Professional Association of Residents of Alberta
403-236-4841

Protection Services (Security):
Alberta Children's Hospital 403 955-7600

Foothills Medical Centre	403 944-1152
Peter Lougheed Centre	403 943-4502
Rockyview General Hospital	403 943-3430
South Health Campus	403 956-1000

Occupational Health and Safety Office
(incident reporting line)
24-Hour Call Line

403 234-7799

<http://www.calgaryhealthregion.ca/supp/ohs/booklet.htm>

Alberta Medical Association Physician and Family Support Program PFSP

Hotline 1 877 767-4637 (toll free 24 hours/day)

<https://www.albertadoctors.org/services/physicians/pfsp>

University of Calgary Counseling Services

<http://www.ucalgary.ca/counselling/personalcounselling>

University of Calgary Main Campus Sexual Harassment Office

Sexual Harassment Adviser at 403 220-4086

Shirley Voyna Wilson: wsvoyna@ucalgary.ca

Faculty of Medicine Office of Equity and Professionalism

403 210-6424

Confidential email: respect@ucalgary.ca

<http://medicine.ucalgary.ca/equity/>

Canadian Medical Protective Association

1 800 267-6522

<https://www.cmpa-acpm.ca/cmpapd04/docs/highlights-e.cfm>

University of Calgary Access and Privacy Coordinator

<http://www.ucalgary.ca/secretariat/privacy>

Part 2: Adult Respiriology Policy Review

The above policy was reviewed with the Adult Respiriology Residency Program Committee (RPC) July 2014 and the consensus was that the policy was complete in all regards.

RPC Approval July 30, 2014