

Approval Date (PGEC): September 11, 2017

Effective Date: September 12, 2017

Editorial Revision: January 7, 2020

PGME Safety Policy

Office of Accountability:	Faculty of Medicine & Dentistry
Office of Administrative Responsibility:	Postgraduate Medical Education
Approver:	Postgraduate Medical Education Committee
Scope:	All Residents
Classification:	Residency Training

Table of Contents

1. Introduction
 2. Scope
 3. Definitions
 4. Procedure and Responsibility
 5. Reporting and Resolution
- Appendix 1: Online link and contact information

1. Introduction

The Faculty of Medicine and Dentistry (FoMD) at the University of Alberta has a legal requirement to maintain a safe and healthy workplace for all postgraduate medical (PME) students. Medical education and clinical training must occur in a physically safe environment (Royal College of Physicians and Surgeons of Canada and College of Family Physicians of Canada – accreditation standards)). The university also recognizes that a safe working environment for PME students is beneficial to medical education and patient care, and that there are ethical and moral reasons for maintaining such a working environment. The University of Alberta will ensure compliance with required legal standards for occupational health and safety for PME students at all times. In addition, the University through the PGME office will look to achieve standards of best practice in occupational health and safety, subject to the broader demands of working within a healthcare environment.

Residents are postgraduate medical students registered with the University of Alberta. They provided services to Alberta Health Services (AHS) during the course of their training, and may

work under the supervision of non-university employees, and on non-university premises. It is therefore important that issues of health and safety are effectively coordinated between these agencies. Safety requirements are identified through the residents' collective agreement of the Provincial Association of Resident Physicians of Alberta (PARA) and through the Health and Safety policy of the University of Alberta. Other relevant policies include those of Alberta Health Services and the College of Physicians and Surgeons of Alberta. Individual training programs are strongly encouraged to develop program-specific safety policies governing resident safety related to travel, patient encounters, including house calls, after-hours consultations in isolated departments and patient transfers (i.e. Medevac).

2. Scope

The University and affiliated teaching sites are accountable for the environmental, occupational and personal health and safety of residents and have the right to make implementation decisions within their respective policies and resource allocations. PME students must adhere to the relevant health and safety policies and procedures of their rotation's training sites. In addition, all teaching sites for residents must meet the requirements of the PARA collective agreement.

3. Purpose

- To demonstrate the commitment of FoMD to the health, safety and protection of its PME students
- To minimize the risk of injury and promote a safe and healthy environment at the university and teaching sites
- To provide a procedure to report hazardous or unsafe training conditions and a mechanism to take corrective action

4. Procedure and responsibility

A. Environmental health

Accidents, incidents and environmental illnesses occurring during training will be reported by the trainee to the AHS Workplace Safety and will be dealt with according to their reporting policies and procedures.

B. Occupational health

The FoMD through the office of PGME and the residency programs are responsible for providing an introductory program to residents on body substance precautions, infection control and occupational health procedures in the teaching sites. PME students are responsible for attending the program and to abide by the safety codes relevant to the area where he/she is training.

AHS Workplace Health and Safety (WHS) ensures residents physicians and fellows, are protected to the fullest possible extent during training. AHS offers the following WHS services:

- Communicable Disease Assessment (CDA)
- Immunization
- Serological testing
- Tuberculosis (TB)/Mantoux screening
- Fit testing for protective respirators/masks
- Workplace Incident Reporting - Communicable Disease Exposure (CDE) and Blood and Body Fluid Exposure (BBFE) including Needle stick Injury

B.1 Communicable Disease Assessment (CDA)

WHS requires all residents to complete a CDA prior to commencement with AHS. This is intended for personal and patient safety and is important when determining the response to communicable disease exposures and risks. It is important that resident submit the appropriate records within 90 days of his/her start date. Failure to submit will impact the resident's ability to continue placement.

NOTE: there is a requirement for the resident to provide a history of his/her immunizations at the time of commencement and it is not a requirement to be immunized (with the exception of Rubella as required by Legislation).

To arrange an appointment prior to orientation, contact WHS through email at OHSWNurseOnCall@ahs.ca. This e-mail can also be used to gain AHS immunization records.

The complete policy can be accessed online at <https://extranet.ahsnet.ca/teams/policydocuments/1/clp-ahs-pol-communicable-disease-assessment.pdf>

B.2 N95 fit testing

N95 fit testing is the process of fitting an N95 respirator. Residents must be fit tested every two years and even more frequently if there are changes to facial features due to weight loss or gain.

Link to AHS Insite for fit testing drop in schedules.

<http://insite.albertahealthservices.ca/7269.asp>

B.3 Workplace Incident Reporting

AHS WHS also requires residents to follow Communicable Disease Exposure (CDE) and Blood and Body Fluid Exposure (BBFE) including Needle stick Injury reporting processes by calling 1-855-450-3619.

Covenant WHS requires residents to follow Communicable Disease Exposure (CDE) and Blood and Body Fluid Exposure (BBFE) including Needle stick Injury reporting processes by calling 780-342-8070 (in Edmonton) and 1-855-342-8070 (outside of Edmonton).

C. Personal health and safety

FoMD strives for a safe environment for PME students in all teaching sites. All sites are responsible for ensuring the safety and security of residents in their facilities in compliance with their existing employee safety and security policies as well as requirements laid out in the PARA collective agreement. PME students may be required to attend patients in the community but will not be required to see patients without adequate supervision or in an unsafe environment.

Individual residency programs should develop policies to deal with issues specific to their training. These may include concerns related to physical safety, psychological safety and professional safety. Examples of such concerns include:

Physical safety - travel, patient encounters, including house calls, after-hours consultations in isolated departments and patient transfers, dealing with violent patients, body substance exposure, immunizations, call rooms, radiation or toxin exposure.

Psychological safety – intimidation and harassment, psychological illness, personal wellness and well-being, substance abuse, inequity in the workplace.

Professional safety – conflict in ethical/religious beliefs, adverse event/critical incident support, confidentiality of personal information, medical liability coverage, and threat of medico-legal action.

5. Reporting and resolution

PME students identifying a personal safety or security breach in either institutional settings or non-institutional settings must report it to their immediate supervisor and their program director as soon as reasonably possible to allow resolution of the issue and to comply with site reporting requirements. PME students can also bring their safety concerns to the attention of the PGME office, the Resident Wellbeing Committee, the Office of Safe Disclosure and Human Rights, the Office of Advocacy & Wellbeing and PARA.

The residency or fellowship program director has the authority to remove the trainee from the clinical placement if the issue is urgent and the risk is unacceptable. Should this occur, the training site coordinator and the Associate Dean, PGME must be notified.

APPENDIX 1

Online links

1. PARA collective agreement - <https://para-ab.ca/residentphysicianagreement/>
2. University of Alberta - <https://www.ualberta.ca/medicine/programs/residency/policies>
3. AHS (access via AHS intranet - <http://insite.albertahealthservices.ca/2933.asp>)
4. Covenant Health - <https://medicalstaff.covenanthealth.ca/undergraduate-postgraduate-medical-education/misericordia-community-hospital/resident-student-orientation/corporate-clinical-support/occupational-health-safety-ohs?2205>
5. CPSA - <http://www.cpsa.ca/>

Contact information

PARA: 780 432-1749

AHS Staff Blood and Body Fluid Exposure Hotline: 1-855-450-3619

AHS WHS 780-342-8562

AMA Physician and Family Support Program (PFSP) hotline: 1-877-767-4637

University of Alberta Office of Safe Disclosure: 780-492-7325

University of Alberta counselling services: 780-492-5205

Faculty of Medicine and Dentistry Office Advocacy & Wellbeing: 780 492-3092

CPSA: 780423-4764

CMPA: 1-800-267-6522