

SUBJECT: **ROUTINE HOME VISITS**  
APPROVED BY: VP Acute Care Services & COO (South) \_\_\_\_\_  
EFFECTIVE DATE: 2008 06  
REVISED DATE: 2010 09  
REVIEW DATE:

**Purpose:**

To ensure the safety of employees working in home environments.

**Policy/Standard:**

Regional Nurses will complete home visits only when deemed necessary due to client circumstances.

The nurse will not enter the home of any client where he/she feels that his/her safety is at risk.

**Procedure:**

The nurse will:

1. Collect information regarding both the status of the client and the safety of the home before the home visit.
2. Notify the appropriate first responder (including but not limited to the RCMP, RNC, Primary Care Paramedic etc.) if the information collected does not support a safe environment.
3. Proceed with the home visit only when the first responder declares the home is safe.

Upon arriving at the home if the situation previously assessed as safe is now deemed unsafe, the nurse will:

1. Leave the home immediately.
2. Contact the appropriate first responder for assistance. The first responder will determine when the home is safe, and at that point the nurse may proceed to provide treatment.

If the home cannot be declared safe, the nurse and other employees must return to the clinic and the nurse will:

1. Notify the community/ER physician informing them that due to safety reasons, the service was not provided.
2. Notify his/her immediate supervisor and/or clinical coordinator of the

situation.

3. Complete the appropriate incident report as outlined in the EDTH Policy and Procedure Manual, B-4-10 or the Administrative Policy and Procedure Manual, PSQ-5-20.

### **Guidelines:**

Unsafe situations may include but are not limited to:

- Any witnessed/perceived fighting/violence by the client/family/caregiver/occupant.
- Evidence that the client/family/caregiver/occupant is under the influence of alcohol or any prohibited substance and the nurse feels there is a threat to his/her safety.
- Any signs of verbal abuse directed towards the nurse or other responder.
- Any situation where a verbal/physical/sexual threat has been directed towards the nurse or other responder.
- Any situation where the physical structure of the home is such that the nurse is a risk for injury.

### **Materials Required**

Employee/Volunteer Incident Policy:

<http://lghealth/policies/files/B-4-10%20Incident%20Reporting.pdf>

Employee Incident-Accident Form:

<http://lghealth/policies/files/EDTH-7-10-1Employee%20Incident-Accident.pdf>

Client Incident Reporting Policy

[http://lghealth/policies/files/PSQ-5-20\\_IncidentReportingPolicy.pdf](http://lghealth/policies/files/PSQ-5-20_IncidentReportingPolicy.pdf)

Client Incident Report Form

[http://lghealth/policies/files/FormPSQ-5-20-1\\_ClientIncidentReportFINAL\\_Blue\\_.pdf](http://lghealth/policies/files/FormPSQ-5-20-1_ClientIncidentReportFINAL_Blue_.pdf)