

- 3.1.5 Confidentiality of patient information
 - 3.1.6 Clinical record management including documentation requirements
 - 3.1.7 Home safety including bathroom, fire, environmental and electrical safety
 - 3.1.8 Safety issues in the home care organization, including fire prevention and security
 - 3.1.9 Emergency preparedness
 - 3.1.10 Appropriate action in unsafe situations
 - 3.1.11 Infection prevention and control including personal hygiene, aseptic procedures, and communicable infections
 - 3.1.12 Storing, handling and accessing of supplies, medical gases and drugs
 - 3.1.13 Equipment management including safe and appropriate use of equipment
 - 3.1.14 Identifying, handling and disposing of hazardous or infectious materials and wastes in a safe and sanitary manner and according to law and regulation
 - 3.1.15 Tests to be performed by staff
 - 3.1.16 Screening for abuse and neglect
 - 3.1.17 Referral guidelines including guidelines for timeliness
 - 3.1.18 Care or services provided by other staff members to facilitate coordination and appropriate patient referral
 - 3.1.19 Community resources
 - 3.1.20 Care or service responsibilities
 - 3.1.21 Other patient care responsibilities
- 3.4 The organization documents that each staff member has completed orientation.