**Using the Asset Dashboard to Identify Existing Resources**

**Time allotted:** 45 minutes

**Purpose:** The purpose of this tool is to illustrate that while many facilities may not have established Occupational Health Services, often there are existing services and resources that have knowledge/experience or models that can be adapted to provide elements of an occupational health and safety program.

**Directions:**

Divide participants into groups of 5-6 individuals. Review the Asset Dashboard and discuss the purpose of the tool. Present the following examples to the groups and assign each group to work on either the needlestick OR TB prevention case then reconvene to discuss each case as a large group.

**Case 1: Needlestick injuries:**

You have decided to create a new policy that requires needlestick injuries to be reported and treatment to be provided post-exposure within your facility using the approach described below. As a group, first review the approach/specific tasks. Are there any steps missing? Next use the Asset Dashboard to identify who should be involved in each task and who has experience that can assist in completing each of the tasks below.

| **Approach/Specific task** | **Potential Resources (Who should be involved and who can provide assistance based on experience/knowledge)** |
| --- | --- |
| Create a needlestick injury committee | Who should be involved?   * Management * Front-line workers (i.e.,nurses, physicians)   Who has experience in forming and managing committees?   * Hospital leadership? |
| Conduct a workplace assessment to determine current practices and identify populations at high-risk for needlestick injuries | Who has experience in conducting workplace assessments?   * Employee health unit? * Infection control? * Ministry of Labor? |
| Identify possible solutions for preventing needlestick injuries including   * Elimination of hazards * Engineering controls * Administrative controls | Who should be involved?   * Hospital leadership * Front-line workers * Infection control * Purchasing department? |
| Draft policy on needlestick prevention to include requirements for reporting and documenting needlestick injuries and providing a path for post-exposure care | Who has experience in drafting workplace policies?   * Hospital leadership? * Infection control?   Who has experience in developing reporting pathways?   * Infection control? * Hospital leadership? * Ministry of Health?   Who has experience in handling or treating potential bloodborne infections and/or obtaining PEP medications?   * HIV service? * Infection control? * Private agencies? * City clinics? |
| Design a needlestick injury reporting tool | Who has experience in designing data collection tools?   * Ministry of Health? * Local universities? |
| Create a simple database to capture needlestick injury data | Who has experience in data collection systems?   * Hospital leadership? * Ministry of health? * Local universities? |
| Implement the new policy   * Disseminate the information * Train staff | Who has experience in disseminating information/conducting training?   * Hospital leadership? * Employee Health Unit? * Infection control? * Ministry of health? |
| Evaluate the new policy and analysis of data | Who has experience in conducting evaluations and/or analyzing data?   * Hospital leadership? * Ministry of Health? * Ministry of Labor? * Local University? |

**Case 2: TB prevention**

You have decided to implement a plan for preventing TB exposure in your facility to include early identification and isolation of potential TB patients. As a group, first review the approach/specific tasks. Are there any steps missing? Next consider who should be involved in each task and who has experience and/or knowledge and existing resources that may be of assistance in completing each task.

| **Approach/Specific task** | **Potential Resources (Who should be involved and who can provide assistance based on experience/knowledge)** |
| --- | --- |
| Create a TB prevention committee | Who should be involved?   * Infection Control * Front-line workers * Hospital leadership   Who has experience in forming and managing committees?   * Hospital leadership? |
| Conduct a workplace assessment to identify current practices, locations and populations at high exposure risk in the facility | Who has experience in conducting workplace assessments?   * Employee health unit? * Infection control? * Ministry of Labor? |
| Identify specific interventions to control exposure to TB including:   * Engineering controls * Administrative controls * Use of PPE | Who should be involved?   * Hospital leadership * Front-line workers * Infection control * Purchasing department? |
| Develop a written policy for TB prevention | Who has experience in drafting workplace policies?   * Hospital leadership? * Infection control?   Who has experience in handling or TB infections?   * Infection control? * HIV service? * Private agencies? * City clinics? |
| Implement the policy   * Disseminate information * Train staff on new plan | Who has experience in disseminating information/conducting training?   * Hospital leadership? * Infection control? * Employee health? * Ministry of health? |
| Evaluate the plan | Who has experience in conducting evaluations and/or analyzing data?   * Hospital leadership? * Ministry of Health? * Ministry of Labor? * Local University? |