

Checklist 4: Assessing the Influence of Day-to-Day Work Practices on Occurrences of Violence

- Are identification tags required for both employees and visitors to the building?
- Is there a way to identify patients with a history of violence? Are contingency plans put in place for these patients—such as restricting visitors and supervising their movement through the facility?
- Are emergency phone numbers and procedures posted or readily available?
- Are there trained security personnel accessible to workers in a timely manner?
- Are waiting times for patients kept as short as possible to avoid frustration?
- Is there adequate and qualified staffing at all times, particularly during patient transfers, emergency responses, mealtimes, and at night?
- Are employees prohibited from entering seclusion rooms alone or working alone in emergency areas of walk-in clinics, particularly at night or when assistance is unavailable?
- Are broken windows, doors, locks, and lights replaced promptly?
- Are security alarms and devices tested regularly?