

Contingent Workforce Orientation - Checklist -

As a contingent worker for Intermountain Health, you must complete certain educational requirements before beginning your work assignment to meet federal safety and compliance regulations. This is also a hospital accreditation requirement of The Joint Commission.

The title of each educational component is noted below. The content for each component is found in the *General Orientation: Contingent Workforce in a Clinical Facility* booklet provided to you. As you review this booklet, please check the box to the left of each topic as you complete it.

- | | |
|--|---|
| <input type="checkbox"/> Introduction | <input type="checkbox"/> Privacy & Security of Health Information |
| <input type="checkbox"/> Contingent Worker Requirements | <input type="checkbox"/> Quality Assessment Performance Improvement |
| <input type="checkbox"/> Campus Conditions | <input type="checkbox"/> Always Safe |
| <input type="checkbox"/> Roles & Responsibilities | <input type="checkbox"/> National Patient Safety Goals |
| <input type="checkbox"/> Professional Image | <input type="checkbox"/> Harassment-Free |
| <input type="checkbox"/> Patient Rights & Responsibilities | <input type="checkbox"/> Drug and Alcohol Awareness |
| <input type="checkbox"/> Patient Respect and Dignity | <input type="checkbox"/> Event Reports / Incident Reports |
| <input type="checkbox"/> Environmental Safety | <input type="checkbox"/> Reporting Workplace Violence |
| <input type="checkbox"/> Employee Health | <input type="checkbox"/> EMTALA |
| <input type="checkbox"/> Hazardous Materials | |
| <input type="checkbox"/> Corporate Compliance | |

The following topic is for workers in specific areas. Check the box to the left of each topic as you complete it. If they do not apply, write NA over each box.

- ☐ *Special Topics: For Workers Near Radiation Sources*

Worker's Name (print full name)

Worker's Signature

Date