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DepED
DEPARTMENT OF EDUCATION

Technology and Livelihood Education

Home Economics - Caregiving

Quarter 0 – Module 5

Evaluation, Control of Hazards and Risks

ALTERNATIVE DELIVERY MODE
ADM

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Technology and Livelihood Education

Home Economics - Caregiving

Quarter 0 - Module 5

Evaluation, Control of Hazards and Risks

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Introductory Message

This Self-Learning Module (SLM) is prepared so that you, our dear learners, can continue your studies and learn while at home. Activities, questions, directions, exercises, and discussions are carefully stated for you to understand each lesson.

Each SLM is composed of different parts. Each part shall guide you step-by-step as you discover and understand the lesson prepared for you.

Pre-tests are provided to measure your prior knowledge on lessons in each SLM. This will tell you if you need to proceed on completing this module or if you need to ask your facilitator or your teacher's assistance for better understanding of the lesson. At the end of each module, you need to answer the post-test to self-check your learning. Answer keys are provided for each activity and test. We trust that you will be honest in using these.

In addition to the material in the main text, Notes to the Teacher are also provided to our facilitators and parents for strategies and reminders on how they can best help you on your home-based learning.

Please use this module with care. Do not put unnecessary marks on any part of this SLM. Use a separate sheet of paper in answering the exercises and tests. And read the instructions carefully before performing each task.

If you have any questions in using this SLM or any difficulty in answering the tasks in this module, do not hesitate to consult your teacher or facilitator.

Thank you.

Lesson 1 Evaluation, Control of Hazards and Risks

In the year 2015, the Philippine Statistics Authority (PSA) reported that there are over 125,000 cases of occupational-related cases in the Philippines. The government initiatives strengthened its goals specifically in delivering better technical services for the workers' welfare.

The Occupational Safety and Health Standards will protect the workers in their respective workstations. Furthermore, it will ensure the safety and well-being of the healthcare providers most especially the caregivers in their assigned work area.

What I Need to Know

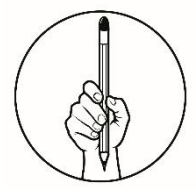
Working in a health care facility will expose healthcare workers from different occupational hazards and diseases. Hence, workplace safety is important to any healthcare worker including the caregivers.

This module was designed to provide learners adequate knowledge about essential Occupational Health and Safety (OHS) procedures for a healthy and safe working condition while rendering care to the patients. This module contains lessons dealing with hazards and risks. It entails with:

LO1: Evaluate and Control Hazards and Risks
(Code: TLE_HECGOS7/8-0i-j-6)

After going through this module, you are expected to:

1.1. Follow Occupational Health and Safety (OHS) procedures in dealing with and controlling hazards and risks.
1.2. Establish organizational protocol in providing appropriate assistance in workplace emergencies.
1.3. Value the significance of OHS in the workplace hazards and risks.



What I Know

Directions: Choose the letter of the correct answer and write it in your activity notebook.

1. Which of the following PPE is used to protect the eyes from any hazards?
   A. Apron
   B. Face mask
   C. Gloves
   D. Goggles

2. Which of the following statement is NOT true about proper handwashing?
   A. Always wash hands after handling wastes.
   B. Always wash hands before and after eating.
   C. Handwashing prevents the spread of infection among individuals.
   D. Applying alcohol is better than handwashing to prevent the spread of infection.

3. The following are personal protective equipment used by caregivers, except:
   A. Apron
   B. Face mask
   C. Medical Bonnet
   D. Welding shield

4. What color of trash container is intended for the non-infectious wet waste?
   A. Black
   B. Green
   C. Red
   D. Yellow

5. Arrange the steps in evaluating and assessing hazards and risks.

   I. Document the findings.
   II. Review the risk assessment.
   III. Identify the hazard that causes harm.
   IV. Decide who may be harmed, and how.

   A. I-II-III-IV
   B. II-I-VI-III
   C. III-IV-I-II
   D. IV-III-II-I

6. Which of the following shows the correct sequence in the waste management hierarchy?
   A. Prevent – reduce– recover – treat – reuse – recycle – dispose
   B. Prevent – reduce – reuse – recycle – recover – treat – dispose
   C. Treat – reduce – reuse – recycle – recover – prevent – dispose
   D. Treat – prevent – reduce – reuse – recycle – recover – dispose

7. The following are in the hierarchy of controls, except;
   A. Eliminate the hazard
   B. Engineering controls
   C. Use of PPE
   D. Waste segregation

8. What are the considerations when crafting an emergency action plan?
   A. An evacuation policy and procedures.
   B. Emergency escape procedures and route assignments.
   C. How to account personnel after following an evacuation.
   D. All of the above

9. It is the process of assessing risks to a worker's safety and health from any workplace hazards.
   A. Administrative evaluation
   B. Eliminate the hazard
   C. Emergency action plan
   D. Risk assessment

10. It is the most basic and the most important measure to prevent the spread of infections among patients and healthcare workers.
   A. Controlling risks
   B. Evaluating hazards
   C. Handwashing
   D. Safety measures

11. Which of the following is NOT an example of work-related emergencies?
   A. Earthquake
   B. Chemical spills
   C. Dangerous gas leaks
   D. Machinery malfunction

12. Which of the following describes about workplace emergencies?
   A. This occurs only when there is a sudden calamity.
   B. Personnel commits a grave offense against his duty and the company.
   C. Events that are caused by humans that impacts the work productivity.
   D. A man-made or natural occurrence that disrupts operation causing damages.

13. What are the 3R's of waste management?
    A. Reuse, recycle, recovery
    B. Reuse, recycle, reduction
    C. Recovery, reduction, reuse
    D. Reduction, recovery, recycle

14. Which of the following is the least preferable waste minimization practices?
    A. Prevention and reduction
    B. Recycle and recovery
    C. Reduction and reuse
    D. Treatment and disposal

15. The following are work area practices that ensure electrical and fire safety, except;
    A. Never repair energized equipment.
    B. Use of PPE in working on electrical circuits.
    C. Not touching electrical equipment with wet hands.
    Not following the safety rules by the electrical code

What's In

To care is the prime responsibility of a caregiver, at the same time, to secure his/her safety to carry out the duties effectively. Evaluating and controlling hazards and risks are included in a caregiver's responsibilities. By that, he/she needs to be familiar with the different types of hazards which were discussed in the previous module.

Directions: Identify the following items whether it is a **physical, biological, ergonomic, chemical, or psychological hazard.** Write your answers in your activity notebook.

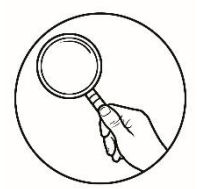
1. Faulty electrical outlets
2. Cleaning products and solutions
3. Body fluids
4. Excessive lifting
5. Carrying heavy weights/patients
6. Workplace harassment
7. Disinfectants
8. Blood spills
9. Spills on the floor
10. Bullying

What's New

Activity: Help me!

Directions: Help the caregiver wear his Personal Protective Equipment (PPE). Draw the PPE in your activity notebook and connect to the caregiver's body part/s to where it should be properly placed.

Illustrated by: Ian Ray Maghanoy



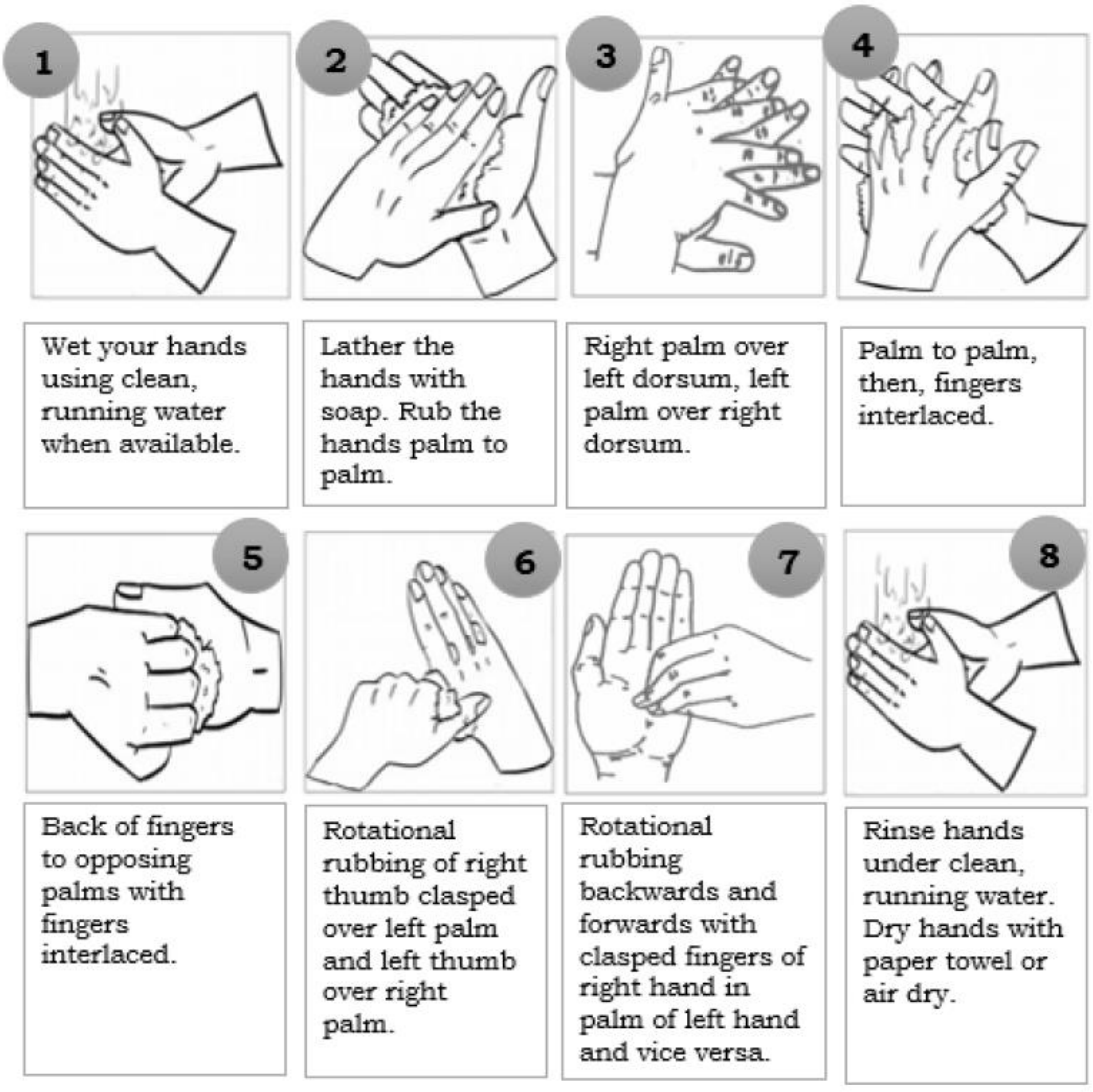
What is It

1. **Standard Safety Measures**

As a health care worker, safety measures at work is essential to carry out care services, and at the same time to protect oneself and the patient. It entails infection prevention to all patient care. Regardless of the status – confirmed or suspected – to any healthcare setting. In other words, precautionary activities are taken to improve safety and avoid contacting and spreading of infection.

A. Hand Washing

Hand washing is the most important measure to prevent the spread of infections among patients and healthcare workers.



Illustrated by: Ian Ray Maghanoy

Always wash your hands:

a. Before and after you eat or cook.
b. Before and after contact with a patient.
c. Before and after interacting with body fluid.
d. After you cough, sneeze, or blow your nose.
e. After changing a diaper.
f. After wound dressing.
g. After handling garbage.
h. After using the toilet.

Remember

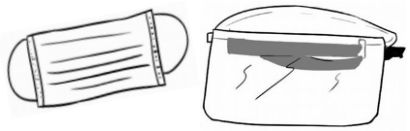
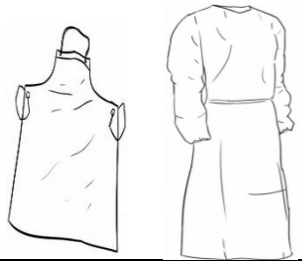
Perform each handwashing step within 10 – 20 seconds. Or while handwashing, sing along with the happy birthday song.

B. Use of Personal Protective Equipment (PPE)

PPE protects the healthcare worker against disease-causing micro-organisms. It safeguards by preventing the transmission of contaminants to and from hands, eyes, hairs, nose, and other exposed body parts.

Personal protective equipment (PPE) –equipment that is worn to minimize healthcare workers from exposure to hazards that cause fatal injuries and illnesses.

PPE	Function/Purpose
1. Gloves 	Used to protect the healthcare worker from the spread of infection or illness during medical procedures and examinations that may necessarily need to touch the patient's body fluids (such as blood, respiratory secretions, vomit, urine or feces), and/or certain hazardous drugs or some potentially contaminated items.
2. Shoe Cover 	Helps maintain a sterile environment and eliminate the risk of contamination to the other rooms and the worker.
3. Goggles 	Protects the eyes from any hazard including the patient's infectious body secretions that may contact the eye.

4. Face Mask and Face shield 	Protects a healthcare worker's nose and mouth from splashes or sprays of body fluids from someone's talks, cough, and sneeze.
5. Medical Gown and Apron 	Used to protect the healthcare provider from the spread of infection or illness if there is possible contact with potentially infectious liquid and solid material.
6. Medical Bonnet 	Prevents germs from the hair or scalp of the worker from contaminating the sterile field. At the same time, it protects the wearer's hair and head from infection-causing secretions from the patient.

Illustrated by: Ian Ray Maghanoy

C. Cleaning and Disinfecting Environmental Surfaces

Cleaning and disinfecting of the surroundings are important in promoting care and wellness. *Cleaning* is a process of removing unwanted matter, such as dirt, infectious agents, contaminants, and pollutants. According to Pharmaceutical Microbiology (2016), *Disinfecting* is a process of killing microorganisms to a certain level.

D. Electrical and Fire Safety

Safety must also not be compromised while working with electricity. It is crucial to take safety precautionary measures to any activities which involved electricity that will cause fire.

1. Never touch or try repairing any electrical equipment or circuits with wet hands.
2. Do not use equipment with damaged insulation, broken plugs, and torn cord.
3. Put up a sign on the service panel, so that nobody would turn on the switch accidentally.
4. Use insulated tools while working.
5. Try to look for a warning sign on every device stating, "Shock Risk", follow the safety rules by the electrical code.
6. Use rubber gloves and goggles while working on any electrical circuit.
7. Do not repair energized equipment.
8. Be knowledgeable of your country's wire code.

E. Waste Management

Proper healthcare waste disposal is important because there are wastes that are hazardous to health such as physical, chemical, and biological hazards as well as psychosocial and ergonomic. It can also possibly contaminate the environment. Improper handling of these wastes can unfortunately lead to the transmission of diseases.

Healthcare Waste Management Hierarchy

According to the DOH, the best way to prevent the generation of waste and reduce the quantity of waste is by prevention and reduction through safe use, recycling, and recovery methods. The ideal waste minimization is from Prevention to Recovery. Those steps are the best practice to manage waste. Treatment and disposal should be the resort when all else fails.

1. Green Procurement

Green procurement is the **prevention** and **reduction** of waste at source. It has more economic and environmental benefits since it cuts waste production right at the source. One perfect initiative is where the purchased goods should have minimal packaging.

2. Resource Development (3R's)
   a. Reuse – it is the repeated use of a certain good again and again. This also promotes that consumers should use a product that can be used again and again rather than a one-time use product and materials.

   b. Recycle – it is the reuse of products or materials that first underwent processing to become a new product. Examples of recyclable materials are plastics, papers, metals, etc.

   c. Recovery – it means energy recovery, such as that waste is converted into fuels that can generate electricity.
3. End of Pipe
   a. Treatment – waste treatment is the process of minimizing the potential to cause harm to a certain biological or chemical matter by changing its nature.

   b. Disposal – the deposit of waste into air, land, or water.

Segregation Guidelines based on the Department of Health (DOH)

Color of Container or Bag	Types of Waste
Black	Non-infectious dry waste *i.e. glass bottles, broken glass, cans*
Green	Non-infectious wet waste *i.e. leftover foods*
Yellow	Infectious and Pathological waste *i.e. soiled cotton and plaster, diaper, anatomical part, body tissues, bandage, gauze*
Red	Sharps and pressurized containers *i.e. aerosol cans*
Orange	Radioactive waste
Yellow with Black band	Chemical waste including heavy metals

2. Evaluating Hazard and Risk

Caregivers, just like any other workers, will be protected from workplace hazards, injuries, illnesses, and other unfortunate incidents when there are an effective hazard and risk control implementation. It also ensures that employers provide a safe working space conditions to their workers.

Risk evaluation comes next once a risk and/or hazard is identified. **Risk assessment** is the process of assessing risks to workers' safety and health from any workplace hazards. There are five steps to properly evaluate and assess hazard and risk:

1. Identify the hazard that causes harm.
2. Decide who may be harmed, and how.
3. Examine the risks and make an action.
4. Document the findings including the whole details of the circumstances and the action taken. This documentation will be used for the adaption of future working practices to avoid the same harm.
5. Review the risk assessment,
    - To ensure that agreed safe working practices continue to be applied
    - To take into consideration to new working conditions.

3. Controlling Hazard and Risk

Controlling exposures to occupational hazards is necessary for protecting healthcare workers. The **hierarchy of controls** has been the means to reduce and control possible hazards.

1. Eliminate the hazard

   Eliminates the risk of exposure to hazard and/or removing the hazard completely.

2. Substitute the hazard with a lesser risk

   It is a way of exchanging a hazardous chemical into a non-dangerous or lesser dangerous none. Though it does not always guarantee the entire removal of the hazard or may have the possibility of introducing a new one, however, it could lessen the harm it could bring.

3. Engineering Controls

   It is a process in which there is physical modification such as removing equipment or installation of new equipment to contain the hazard away from the workers.

4. Signage/warnings and/or Administrative controls

   There is an adherence to Standard Operating Procedures (SOP) or strictly following the safe work practice protocols. Providing appropriate training to workers, flexible working conditions, and complete orientation on equipment operation are examples of administrative control.

5. Use of Personal Protective Equipment (PPE)

4. Establishing Protocols in Workplace Emergencies

A workplace emergency is either natural or man-made that threatens workers, customers, or the public; disrupts or shuts down operations, or causes physical or environmental damage. Emergencies and disasters would most likely occur when we least expect it and cause untimely injuries and illnesses. Proper planning before an emergency is necessary to respond effectively. Examples are tornadoes, earthquakes, floods, wildfires, winter weather, chemical spills or releases, disease outbreaks, releases of biological agents, explosions involving nuclear or radiological sources, and many other hazards.

Workplace Emergency Categories

1. Natural emergencies
   - Natural emergencies are sudden events that involve geological processes that cause damage; it often occurs without warning.
     a. Earthquake - a sudden and intense shaking of the ground due to some of the geological processes within the earth's crust.
     b. Flood - an enormous rising and overflowing of a body of water onto dry land.

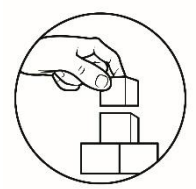
2. Work-related emergencies
   - These emergencies are caused by factors relating directly to the work conducted. Work-related emergencies could be things such as chemical spills, explosions, machinery malfunction, or dangerous gas releases.

3. Civil emergencies
   - This final group of workplace emergencies is emergencies that stem from civil factors. These emergencies are likely to be rarer than work-related or natural emergencies, but that doesn't mean they are any less serious. Civil factors could be things such as protests, strikes, or workplace violence or harassment, either employee-to-employee or client-based.

An emergency action plan is a set of actions that the employers and employees must secure to ensure the safety of the people during emergencies. It should be crafted depending on the possible emergencies that may happen in your workstation. You must do a hazard assessment to help you identify potential emergencies.

It should contain:

1. An evacuation policy and procedure.
2. Emergency escape procedures and route assignments, such as floor plans, workplace maps, and safe or refuge areas.
3. Names, titles, departments, and telephone numbers of individuals both within and outside the company/organization to contact when an emergency arises.
4. Designate workers for rescue and medical duties.
5. A clear chain of command and designation of the person authorized to order an evacuation.
6. How to account personnel after following an evacuation.

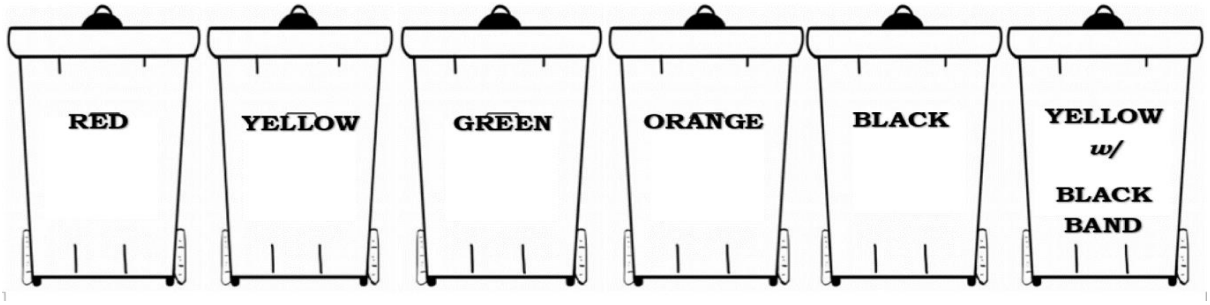


What's More

Activity 1. Trash-It-Out

Directions: Group the healthcare wastes according to the trash bin colors.Write them in your activity notebook.

Expired medicines	Styrofoam packs	Cotton swabs
Blood samples	Aerosol cans	Urine bag
Left over foods	Tetra packs	Scrap materials
Fruit Peelings	Radionuclides	Laboratory reagent



Illustrated by: Ian Ray Maghanoy

Activity 2. True or False

Directions: Write TRUE if the statement is correct and FALSE if it is wrong.

1. A workplace emergency occurs either natural or man-made.
2. A medical glove will protect a healthcare worker's nose and mouth from splashes or sprays of body fluids.
3. Never use equipment with damaged insulation, broken plugs, and torn cord.
4. Hand washing is the best measure to prevent the spread of infections.
5. Wash your hands every before and after food preparation.
6. Tornado and earthquakes are man-made workplace emergency occurrences.
7. Eliminating hazards is the process of physical modification such as removing equipment.
8. Using the PPE will protect the caregiver from disease-causing microorganisms.
9. An emergency action should be secured to ensure the safety of workers during emergencies.
10. It is not important to take safety precautionary measures in dealing with electrical activities.

What I Have Learned

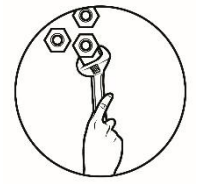
Activity 3. Matching Mixed-up Boxes

Directions: Arrange the scrambled letters to form names of Personal Protective Equipment in column A, then match it with its function in column B by writing the letter of the correct answer. Do this in your activity notebook.

Column A		Column B
1.	M S K A	a. Protects the respiratory system of the worker
	_____	
2.	G S O G G L E	b. Protects the eyes
	_____	
3.	G S L O V E	c. Protects the hairs from falling to the sterile field
	_____	
4.	N O R A P	d. Protects the body from hazards
	_____	
5.	B O N E N T	e. Protects the hands from injuries and hazards
	_____	

Directions: Copy the table and fill in with the necessary information. Do this in your activity notebook.

	Natural Emergencies	***Work-related Emergencies***	***Civil Emergencies***
A. Definition *(in your words/ based on your understanding)*			
B. Examples *(at least 5 each)*			
C. How will you prevent from occurring these emergencies from your workplace?			
D. Emergency action plans			



What I Can Do

Directions: Enumerate the correct procedures in hand washing in your activity notebook and perform them using soap, water, basin and hand towel. Let any of your family members rate your performance using this rubric.

Rubric for Scoring

Criteria	***Score***
Has demonstrated the proper way of hand washing with excellent performance following the step by step procedures.	10
Has demonstrated the proper handwashing with **1** mistake in following the step-by-step procedures.	7
Has demonstrated the proper handwashing with **2** mistakes in following the step-by-step procedures.	5
Has demonstrated the proper hand washing with **3** mistakes in following the step-by-step procedures.	3
Has demonstrated the improper way of hand washing.	1

Assessment

Posttest

Directions: Choose the letter of the best answer. Write the chosen letter in your activity notebook.

1. What color of trash container is intended for the radioactive wastes waste?
   A. Green
   B. Orange
   C. Red
   D. Yellow with black band

2. It is the most basic and the most important measure to prevent the spread of infections among patients and healthcare workers.
   A. Controlling risks
   B. Evaluating hazards
   C. Handwashing
   D. Safety measures

3. What are the 3R's of waste management?
   A. Reuse, recycle, recovery
   B. Reuse, recycle, reduction
   C. Recovery, reduction, reuse
   D. Reduction, recovery, recycle

4. The following are work area practices that ensure electrical and fire safety, except;
   A. Never repair energized equipment.
   B. Use of PPE in working on electrical circuits.
   C. Not touching electrical equipment with wet hands.
   D. Not following the safety rules by the electrical code.

5. Which of the following is the least preferable waste minimization practices?
   A. Prevention and reduction
   B. Recycle and recovery
   C. Reduction and reuse
   D. Treatment and disposal

6. Which of the following statement is correct about PPE?
   A. Gloves is used to protect the caregiver's eyes and face.
   B. Apron is used to protect the caregiver's head from any contamination.
   C. Face mask protects caregiver's nose and mouth from cough, and sneeze.
   D. Medical bonnet is used to cover the caregiver's body from contaminants.

7. Which of the following statement is NOT true about proper handwashing?
   A. Always wash hands after handling wastes.
   B. Always wash hands before and after eating.
   C. Handwashing prevents the spread of infection among individuals.
   D. Applying alcohol is better than handwashing to prevent the spread of infection.

8. Arrange the steps in evaluating and assessing hazards and risks.

   I. Document the findings. *III. Identify the hazard that causes harm.*
   II. Review the risk assessment. *IV. Decide who may be harmed, and how.*

   A. I-II-III-IV
   B. II-I-VI-III
   C. III-IV-I-II
   D. IV-III-II-I

9. Which of the following shows the correct sequence in the waste management hierarchy?
   A. Prevent – reduce– recover – treat – reuse – recycle – dispose
   B. Prevent – reduce – reuse – recycle – recover – treat – dispose
   C. Treat – reduce – reuse – recycle – recover – prevent – dispose
   D. Treat – prevent – reduce – reuse – recycle – recover – dispose

10. The following are in the hierarchy of controls, except;
   A. Eliminate the hazard
   B. Engineering controls
   C. Use of PPE
   D. Waste segregation

11. What are the considerations when crafting an emergency action plan?
   A. An evacuation policy and procedures.
   B. Emergency escape procedures and route assignments.
   C. How to account personnel after following an evacuation.
   D. All of the above

12. Which of the following is an example of civil emergencies emergencies?
   A. Fire
   B. Gas leaks
   C. Volcanic erruption
   D. Workplace harassment

13. It is the process of assessing risks to a worker's safety and health from any workplace hazards.
   A. Administrative evaluation
   B. Eliminate the hazard
   C. Emergency action plan
   D. Risk assessment

14. Which of the following describes about workplace emergencies?
    A. This occurs only when there is a sudden calamity.
    B. Personnel commits a grave offense against his duty and the company.
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15. The following are work area practices that ensure electrical and fire safety, except;
    A. Never repair energized equipment.
    B. Use of PPE in working on electrical circuits.
    C. Not touching electrical equipment with wet hands.
    D. Not following the safety rules by the electrical code.

Additional Activities

Directions:

Copy the table in your activity notebook. Walk around your house, then spot on the possible hazards/risks whether inside or outside that may cause harm. Write the possible hazards/risks, and the ways in preventing or controlling them.

Possible Hazard	***How to eliminate?***

Answer Key

What I Know	What's More	Assessment
1. D 2. D 3. D 4. B 5. C 6. B 7. D 8. D 9. D 10. C 11. A 12. D 13. A 14. D 15. D	Activity 1 1. RED - Aerosol cans 2. YELLOW - Urine bag - Cotton swabs - Blood samples 3. GREEN - Leftover foods - Fruit peelings 4. ORANGE - Radionuclide 5. BLACK - Styrofoam packs - Tetra packs - Scrap materials 6. YELLOW w/ BLACK - Expired medicines - Laboratory reagents Activity 2 1. True 2. False 3. True 4. True 5. True 6. False 7. False 8. True 9. True 10. False Activity 3 1. Mask – A 2. Goggles – B 3. Gloves – E 4. Apron –D 5. Bonnet - C	1. B 2. C 3. A 4. D 5. D 6. C 7. D 8. C 9. B 10. D 11. D 12. D 13. D 14. D 15. D
What's In 1. Physical 2. Chemical 3. Biological 4. Ergonomic 5. Ergonomic 6. Psychological 7. Chemical 8. Biological 9. Psychological 10. Physical 11. Psychological		
What's New Activity 1 1. Face mask – mouth and nose 2. Goggles – eyes 3. Gloves – hands 4. Medical bonnet – head 5. Shoe cover – foot 6. Apron – body 7. Medical gown – body 8. Face shield - face		

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