

Caring
Relationships
Learning
Responsibility

Building Tour

Welcome to Carewest Rouleau Manor

01



Read the Frame of Reference, Philosophy of Care and the Statement of Commitment

How will you demonstrate the Carewest value of caring in your daily work?

02



Main Floor is the Most Responsible Unit (MRU)

Any available staff reads the panel, pages and phones 9-911 in a Code Red. If the fire is on Main floor, then 3rd floor will do this. Pressing **Feature 630** on any phone will allow you to make a page. Practice making a 'test' page.

03



The Main floor Most Responsible Unit (MRU) has the Emergency Cell Phone.

If there is a Code Yellow; people searching outside would take this phone with them to call into the building if they find the missing client.

04



Code Green Evacuation

The MRU has the Evacuation Kit. If we are evacuating the building, you might be asked to bring it to the command post.

05



Take your blood pressure in the Wellness Center

In the corner; just outside the Administration Office hallway, you'll find the Wellness Center. Everyone has a responsibility for their own personal wellness.

06



Find the Resident, Client and Family Feedback Forms

Beside a photo of the Client Service Manager (CSM), there are Client and Family feedback Forms. If someone wants to talk to the CSM; who is unavailable, they can use this form.

07



Read the Employee Health and Safety Board

Safety is everyone's responsibility. Should you see anything unsafe - ensure to give it your attention.

08



Read the Education Board - introduce yourself to the Educator in the office.

Check the Education Board for activities and required annual training that you need to complete. Ask your Educator should you have any questions.

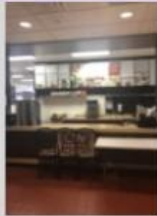
09



Find a Visibility Wall

Each unit should have a Visibility Wall and set times for a 'Vis Wall Huddle'. All staff attend and a review is given on Carewest Wide initiatives and how they affect us locally.

10



Find the Bistro outside of Carewest down the hall.

If you see someone choking, shout for help. Start abdominal/chest thrusts on the conscious person to relieve the object.

11



Find the Ground Floor Smoking Room

Smokers should be following their unit's schedule. Try to discourage residents sharing smokes or butts due to the spread of germs.

12



If a Fire Alarm is triggered, the MRU would page Code Red

To see the location of an activated alarm, the unit will check the Annunciator Panel. They will page Code Red and location 3 times. Code Red Responders will go to the location and follow R.E.A.C.T. What does A stand for?

13



Walk through Fire Separation Doors

Each unit has fire doors so when the alarm rings, move all residents in the affected unit behind the fire doors into the common area for safety. Shut all bedroom doors and open the Evacuchek when room is empty.

14



Find Pull Stations and Fire Extinguishers

On your unit, locate the fire pull stations and extinguishers. When you pull the alarm, it activates Code Red Procedure. For small fires; lower than your waste and no wider than your body, follow **PASS**: Pull the pin, Aim at the base of the fire, Squeeze the handle, and Sweep back and forth.