

2021 Orientation Test Answer Key

Name: _____

Date: _____

Please Print

INSTRUCTIONS: Circle the correct answer

1. Patient's Rights and Responsibilities include:
 - a. Have cultural, personal values, beliefs and spiritual and religious preferences respected.
 - b. Privacy and confidentiality to the extent provided by the law.
 - c. Not having to sign consents and releases for insurance billing if they don't want to.
 - d. Giving the agency correct insurance information so it can make decisions about services and fees.
 - e. **A, B & D**
 - f. All of the above

2. In the healthcare setting, when we speak of compliance we mean following the rules, regulations, policies and laws created by the government, insurance companies and payers.
 - a. **True**
 - b. False

3. The Corporate Compliance Program is a means to monitor activities to make sure they follow our Code of Ethical Conduct. It provides education related to our Code of Ethical Conduct and other topics related to compliance.
 - a. **True**
 - b. False

4. Compliance or ethical concerns may be reported to:
 - a. My supervisor
 - b. The Compliance Officer
 - c. An anonymous call to the Hot Line
 - d. **All of the above**

5. An effective compliance program can:
 - a. Improve the quality of care we provide
 - b. Demonstrate that we operate in an ethical environment
 - c. Reduce health care costs
 - d. **All of the above**

6. An employee should never accept cash gifts or gift certificates from any company doing business with or seeking to do business with HHH, as this can be a conflict of interest.
 - a. **True**
 - b. False

7. The Health Insurance Portability and Accountability Act:
 - a. Is a federal law that addresses many different aspects of health care
 - b. Sets out standards regarding protection of confidential patient information
 - c. Requires HHF accesses patient information only to the extent that is required in order to fulfill our job responsibilities
 - d. **All of the above**

8. You can use the Compliance Hotline to report Human Resource issues.
 - a. True
 - b. **False**

9. What does PACE stand for?
 - a. Postponing Aging Through Comprehensive Exercise
 - b. **Program of All-Inclusive Care for the Elderly**
 - c. Positive Attitudes for Community Elders
 - d. None of the above

10. What is the youngest age for PACE Eligibility?
 - a. 60
 - b. 65
 - c. **55**
 - d. 50

11. Examples of PACE programs include Summit Elder Care by Fallon Health, and Element Care.
 - a. **True**
 - b. False

12. A participant must qualify clinically for the PACE program. What does clinically mean?
 - a. Must live alone
 - b. Must be incontinent
 - c. **Must meet Massachusetts nursing facility clinical criteria**
 - d. All of the above

13. Home Health Foundation has developed a Standard of Conduct policy for the manner in which employees, volunteers and students should conduct themselves in order to promote and protect the integrity of HHF.
 - a. **True**
 - b. False

14. It is your duty to report any compliance concerns or violation of the Corporate Responsibility/ Standards of Conduct.
 - a. **True**
 - b. False

15. Any employee of Home Health VNA and Home Care Inc has the responsibility to report immediately to their Supervisor/Manager or the Corporate Compliance Officer if they have any knowledge or facts that they believe might be a suspected violation related to Prescription Drug Fraud, Waste and Abuse.
 - a. **True**

b. False

16. The 2021 Home Care National Patient Safety Goals include all of the following *except*:

- a. Identify Patients Correctly
- b. Use Medicines Safely
- c. **Maintain confidential patient information**
- d. Identify Patient Safety Risks

17. Home Health Foundation owns the computer systems and all data contained on them, may record or monitor system use at any time, and may inspect or remove any file at any time.

- a. **True**
- b. False

18. An Ethical Consultation is available to assist all staff, patients and families, physicians, as well as those involved in decision making when appropriate.

- a. **True**
- b. False

Examples may include: refusal of treatment, misuse of drugs, family members/ significant others disagreeing regarding care of the patient

19. The Goal of the Ethics Committee is:

- a. To serve as a forum for discussion and consultation of Ethical concerns
- b. To provide Ethics Education to Agency staff and the community
- c. To assist in the formulation of Home Health Foundation policies and procedures related to Ethical issues
- d. **All of the above**

20. An employee, former employee, or member of an organization who reports misconduct to people or entities that have the power to take corrective action is protected under “Whistleblower Protections”.

- a. **True**
- b. False

21. All patients will be provided information concerning their right to accept or refuse medical treatment and to formulate advanced directives.

- a. **True**
- b. False

22. An employee of the agency may act as a witness to the execution of a patient’s advanced directive.

- a. True
- b. **False**

23. The Health Care Proxy and the Durable Power of Attorney for Health Care are the two advanced directive documents legally recognized in New Hampshire.

- a. True
- b. **False**

In Massachusetts is the Health Care Proxy, in New Hampshire it is the Living Will or the Durable Power of Attorney for Health Care. Maine recognizes the Health Care Power of Attorney, Living Will, Maine Advanced Directive Form and Physicians Orders Life-Sustaining Treatment (POLST)

24. Able persons between the ages of 18-59 years are not subject to reporting when they are the victims of domestic violence. Patient permission must be obtained to refer for services.

- a. **True**
- b. False

25. When a professional provider knows or suspects that an elder, a disabled person, or a child is being neglected, abused or exploited, they are mandated to verbally report findings to the proper state authorities as soon as possible

- a. **True**
- b. False

A paraprofessional must immediately verbally report this to their supervisor. The supervisor will then assist in contacting the proper state authorities as soon as possible.

26. In case of fire, remember the word “R.A.C.E.” A stands for Activate the alarm. C stands for Confine the fire. E stands for Evaluate, Evacuate and Extinguish. What does the letter R stand for?

- a. Run from the fire
- b. **Remove any patients from immediate danger**
- c. Rescue

27. OSHA requires the agency to have a written Hazardous Communication Policy to alert employees of hazardous chemicals in the workplace.

- a. **True**
- b. False

28. Safe lifting techniques to avoid back injury include the following *except*:

- a. Lift with your legs, not your back. Push up from your knees
- b. Get help if the object is too heavy
- c. Keep the object close to your center of gravity
- d. **To change directions- twist your trunk then turn your feet**

29. “Emergency Management” is defined as a need for immediate action, which includes the implementation of procedures to assure that health care, and safety needs of the patients and staff are prioritized and met to the extent possible during emergency events.

- a. **True**
- b. False

30. All patients will be assessed on admission and on an ongoing basis to determine the need for priority visits in the case of an emergency.

- a. **True**
- b. False

31. Droplet precautions are for patients known or suspected to have serious illnesses transmitted by large particle droplets (5mm or larger). These illnesses include:

- a. Influenza
- b. Meningitis

- c. Tuberculosis
- d. **A & B**
- e. All of the above

32. Personal Protective Equipment (PPE) includes:

- a. Goggles
- b. Gowns
- c. Gloves
- d. Aprons
- e. A, B & C
- f. **All of the above**

33. When your hands are visibly soiled, it is ok to use an alcohol- based hand rub.

- a. True
- b. **False**

34. Bloodborne Pathogen is the term that includes any pathogenic microorganism that is present in human blood or other potentially infectious material and can infect and cause disease in persons who are exposed to blood containing the pathogen. Examples include:

- a. HIV
- b. HBV
- c. HCV
- d. Syphilis
- e. A, B & C
- f. **All of the above**

35. Only agency approved safety needles and lancets should be used during patient care.

- a. **True**
- b. False