

Corporate Compliance, Work Force Protection and Safety Quiz

- _____ 1- Our clients judge our company and ourselves by how we treat them.
- _____ 2- In order to be compliant with our agency policy you must first be familiar with the employee policies and procedures.
- _____ 3- Not clearly communicating client and employee concerns will help our clients maintain a positive experience with care.
- _____ 4- One way to show that you exercise ethical behavior is to discuss the client's personal business with your family and friend.
- _____ 5- It is not ethical to influence a client's decision concerning his/her plan of care, especially when it will result in personal gain for the caregiver.
- _____ 6- Confidentiality means not revealing the client's business and it is protected under the HIPPA Act.
- _____ 7- Checking a potential employee's references prior to offering a position will protect our clients.
- _____ 8- It is an employee's responsibility to keep current with the required twelve hours of education a year necessary to maintain their license.
- _____ 9- Compliance to the regulation concerning TB yearly testing protects the clients and is the responsibility of the employee.
- _____ 10- As a caregiver your performance will be periodically evaluated.
- _____ 11- Proof of daily work hours and documentation of care must be provided to the agency.
- _____ 12- Failure to follow the agency's policies and procedures can result in termination.
- _____ 13- Safety of the client and caregivers is the responsibility of all the employees.

- _____14- A client's environment should be evaluated for safety and breaches in safety must be reported to the agency as soon as possible.
- _____15- One way to keep a client from falling is to keep their pathways clear at all times.
- _____16- Use of a client's personal property is prohibited unless permission from the client is obtained.
- _____17- Maintenance of a caregiver's vehicle by having a current license and current insurance is the employee's responsibility.
- _____18- Only you are responsible for your conduct.
- _____19- Use of alcohol and drugs are permitted during working hours.
- _____20- Sexual harassment towards a client, their family, or another employee is against the law.
- _____21- When unable to go to a client's home it must be reported to the agency as soon as possible so the appropriate coverage can be scheduled.
- _____22- Punctuality is a must.
- _____23- It is common for a family to judge how well you are caring for their loved one by your personal appearance. Therefore, your appearance must be professional at all times.
- _____24- It is okay to wear open-toed shoes (flip-flops) during the summer months.
- _____25- Jeans are acceptable attire for work.
- _____26- All falls whether a caregiver is present or not must be reported to the agency.
- _____27- Any client, family, or employee conflicts must be immediately reported to the agency.
- _____28- Report any unsafe conditions or situations you experience to the agency immediately.

_____29- It is permissible to discuss your personal problems with your client.

_____30- It is permissible to accept money for services from your client.

