

COMPLIANCE & SAFETY

Safety & Culture

Emergency Phone Numbers at Your Facility:

- **MHMC:** Dial **1234** to reach attendant.
- **PMH:** Dial **6300** to reach Patient Access & activate the KAS.
- **SJMH:** Dial **0** to reach the operator for an overhead page. If the operator cannot be reached, dial **46** to make the overhead announcement to prevent a delay.
- **MHMNH:** Dial ***751** to page through the phone system.
- **DMC:** Dial ***66** & announce the emergency, the switchboard will repeat the overhead page twice.
- **BH:** Press **#7** & any key 3 times. This will notify staff of an impending alert.
- **WMH:** Dial **4449** from any phone. If using an IP phone, there is a button to push.
- **Offsite:** Dial **911** for emergencies.

Compliance

Confidential Business Information

Intellectual property, trade secrets of the organization, & employee information are all to be held in the highest confidence. We only supply this information to those who have a *need* to know.

Compliance in action:

- Safeguard confidential information, including proper labeling, storage & disposal.
- Follow computer & network security procedures to prevent unauthorized access.
- Do not share information with individuals that do not have a need to know.

Q: I have learned about a new clinical service soon to be offered by the company, although it has not yet been publicly announced. Can I recommend this service to family & friends?

A: No. The announcement of a new service is carefully timed based upon legal & public information considerations. Unofficial announcements are not permitted & may create misleading impressions because the service may change before it is made public or may be offered at all.

HOW TO REACH RISK

MHS:

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Ashley.Blair@VandaliaHealth.org

DHS:

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(304) 637-3181

HOW TO REACH COMPLIANCE

MHS:

Compliance Hotline: +1(877) 777-0787
calls are anonymous & 24/7
VandaliaHealth.EthicsPoint.com
Compliance@VandaliaHealth.org
MHS.Privacy@VandaliaHealth.org

DHS:

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