**For all questions, the responses rate is listed and # of respondents who skipped a question**

**DEMOGRAPHICS**

1. Total Responses by Unit 2017 – Bar Graph; Other units listed;
2. Shift - Table with response count/shift

|  |  |
| --- | --- |
| **Shift** | **Response Count** |

1. Job Categories - Table with response count/shift

|  |  |
| --- | --- |
| **Job Categories** | **Response Count** |

1. How long have you worked at this facility? - Table with response count/shift

|  |  |
| --- | --- |
|  **Response Choice** | **Response Count** |

**Staff definition and frequency of workplace violence**

1. What does the term ‘Workplace Violence’ mean to you? - Response by broad themes in table format

**Frequency of exposure, types of violence and perpetrators staff experience**

1. Have incidents of workplace violence increased or decreased during the time you have worked at this organization? - % response for each answer choice in table format

|  |  |
| --- | --- |
| **Answer Options** | **Response Percent** |

Additional break as needed by count of responses by unit, shift and length of employment at the facility:

|  |  |  |  |
| --- | --- | --- | --- |
|  |  |  | **Incidents of workplace violence increased or decreased** |

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Unit/Department** | **Shift** | **How long have you worked at this facility?** | **Decreased** | **I don't know** | **Increased** | **No change** |

1. In the last year, have you been directly involved in an incident(s) of workplace violence within this organization? - % response for each answer choice in table format

|  |  |  |  |
| --- | --- | --- | --- |
| **Answer Options** | **Response Percent Total All Responses** | **% of All Responses are Direct Care Staff**  | **Staff% of All Responses are Non-Direct Care** |

1. If yes, did that incident(s) include any of the following by Type of Violence? Bar graph/chart with Comments listed in table format

Additional break as needed by:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Type of Violence→****Dept./Unit↓** | **Count of Physical assault – e.g. kicking, punching, spitting, biting, pushing, pulling, cutting, stabbing** | **Count of Emotional assault -- e.g.  bullying, manipulation, intimidation** | **Count of Sexual assault -- e.g. harassment, stalking,** | **Count of Verbal assault -- e.g.  threats, blaming, name-calling unwanted contact** |

1. Please provide examples of incident(s) checked above.

|  |  |
| --- | --- |
| **Unit/Department** | **Response** |

1. What do you see as risk factors for violence in your organization/ What factors do you think contribute to the problem or threat of violence, or aggression in your workplace?

**Response by themes in table format if open comment response or by percent for each answer option if multiple choice**

* Mental illness
* Drugs and Alcohol
* Other patient related factors/conditions e.g., having to deal with pain, traumatic event or news related to their hospital stay
* Family stress related to their relative's medical issues, and required treatment
* Employee/coworker
* Organizational Issues/Design of Health Care Services e.g. financial/billing issues, wait times, poor or misunderstood communication by providers/staff
* Organizational Issues/Work Practices & Policy e.g. staff not knowing how to identify and address violence; poor communication between staff; fatigue related to work load, staffing, lack of staff training
* Organizational - Physical Design/Engineering Controls e.g. lack of barriers in patient check in areas; non-controlled access to the facility; lack of surveillance systems and panic alarms; lack of easy egress from work area
* Other (please specify)
1. In your experience indicate the individuals who most often commit the act of violence in the workplace violence incident - Pie chart by percent for each response and table format for Comments

Additional break as needed by:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Unit/Department** | **Employee/coworker** | **Other (please explain)** | **Patient** | **Patient's family member** | **Visitor (non-family member** |

1. How often do you see or experience violence at your workplace? Pie chart by percent for each response and table format for Comments
2. What daily work activities, if any, expose you to the greatest risk of violence?

 Response by Themes in table format if open comment response

|  |  |
| --- | --- |
| **Reponses** | **# of similar responses** |

 **or by percent for each answer option if multiple choice**

* Direct care tasks
* Working alone
* During a code grey
* Handling cash
* Other *OPEN COMMENT*

**Management support and employee awareness of WPV program efforts**

1. Does management communicate information to employees about incidents of workplace violence prevention efforts at the hospital?

|  |  |
| --- | --- |
| Percent responses for each answer choice in table format. comments listed in table **Answer Options** | **Response Percent** |

1. Is there a written violence prevention policy at ABC Medical Center? Percent responses for each answer choice in table format. comments listed in table

|  |  |
| --- | --- |
| **Answer Options** | **Response Percent** |

1. Are there clearly established procedures and expectations for violence prevention in the organization? Percent responses for each answer choice in table format. comments listed in table

|  |  |
| --- | --- |
| **Answer Options** | **Response Percent** |

1. Are you aware of the physical controls and safety procedures implemented in the work place to protect you from work place violence?

Percent responses for each answer choice in table format. comments listed in table

|  |  |
| --- | --- |
| **Answer Options** | **Response Percent** |

**Training**

1. Have you participated in workplace violence prevention training or education at your workplace?

Percent responses for each answer choice in table format. comments listed in table

|  |  |
| --- | --- |
| **Answer Options** | **Response Percent** |

Additional break as needed by:

|  |  |  |  |
| --- | --- | --- | --- |
| **Unit/Department** | **No** | **Not sure** | **Yes** |

1. What training did you participate in? Reponses grouped by training type and # of responses
2. Do you feel this training was adequate to enable you to Stacked bar graph/chart i.e. Yes, No, Unsure responses stacked for each answer option
3. Can you recommend any changes or additions to the workplace violence prevention training you received?

Percent responses for each answer choice in table format. comments listed in table

|  |  |
| --- | --- |
| **Answer Options** | **Response Percent** |

1. If no or you are unsure, do you feel that you should attend workplace violence prevention training?

Percent responses for each answer choice in table format. comments listed in table

|  |  |
| --- | --- |
| **Answer Options** | **Response Percent** |

1. Would you prefer to complete WPV prevention training at ABC Hospital (Check 1)?

Percent responses for each answer choice in table format. comments listed in table

|  |  |
| --- | --- |
| **Answer Options** | **Response Percent** |

1. How long do you think a classroom based training session on violence prevention be?

Percent responses for each answer choice in table format. comments listed in table

|  |  |
| --- | --- |
| **Answer Options** | **Response Percent** |

**Incident response**

1. Do you know what to do when you witness or are involved in a work place violence incident?

Percent responses for each answer choice in table format. comments listed in table

|  |  |
| --- | --- |
| **Answer Options** | **Response Percent** |

1. Please explain why you don't know what to do or are unsure when you witness or are involved in a work place violence incidentComments listed in table
2. If you are involved in a work place violence incident and request assistance, will it be provided to you?

Percent responses for each answer choice in table format. comments listed in table

|  |  |
| --- | --- |
| **Answer Options** | **Response Percent** |

Additional break as needed by:

|  |  |  |  |
| --- | --- | --- | --- |
| **Unit/Department** | **No** | **Not sure** | **Yes** |

**Reporting**

1. What factors impact whether you would report a violent incident, assault, or threatening behavior at work? Bar Graph/Chart by % response for each answer option. Comments listed in table format

**Response post incident**

1. If you have experienced and reported a violent incident, assault, or threatening behavior at work was the incident was investigated by staff such as, your supervisor, manager or safety personnel?

Percent responses for each answer choice in table format. comments listed in table

|  |  |
| --- | --- |
| **Answer Options** | **Response Percent** |

1. If the incident was investigated - your participation and follow up support. - Stacked bar graph/chart i.e. Yes, No, N/A responses by percent stacked for each answer option
2. Was corrective action taken to prevent a similar incident?

Percent responses for each answer choice in table format. comments listed in table

|  |  |
| --- | --- |
| **Answer Options** | **Response Percent** |

1. Were you made aware of any supports assistance such as counseling available to help you if you were directly or indirectly affected by workplace violence?

Percent responses for each answer choice in table format. Comments listed in table

|  |  |
| --- | --- |
| **Answer Options** | **Response Percent** |

1. If yes, did you access the supports assistance offered?

Percent responses for each answer choice in table format

|  |  |
| --- | --- |
| **Answer Options** | **Response Percent** |

1. If no, please explain why . comments listed in table

**Violence prevention – Staff Ideas**

1. How do you think you could contribute to decreasing the risk of violence in the workplace?

Reponses grouped by themes and # of responses for example,

* Work Practice Controls/Procedural
* Physical Controls
* Training
* Reporting
* Personal Staff Behavior
1. Is there anything you'd like to add? Any other experiences? Reflections on the issue of violence against health care workers? Ideas for solutions: how to prevent assault or protect health care workers from assault?

 Comments listed in table format

**Other Optional questions**

1. What current processes to prevent workplace violence are working well (i.e. pre-code grays, code grays, WPV training, safety huddles, patient risk for violence assessment tool)? Comments listed in table format
2. How would you rate the effectiveness of Code Gray teams to address workplace violence?

*Response choice:* '1' is the most effective and '5' is least effective

*Table*

1. Are there changes that could be made to the physical work environment at ABC Hospital that you feel would make it a safer place to work? Comments listed in table format and grouped by themes e.g.
* Lighting Related
* Other physical barriers
* 24 hours a day security – 6
* Other

**Home Health**

1. For Home Health staff only: Are you aware of the requirements of ORS 654.421 related to:

Stacked bar graph/chart i.e. Yes, No, N/A responses by percent stacked for each answer option

1. For Home Health staff only: In relation to preventing workplace violence please list suggestions/ideas that you feel would make your job safe