



- 7. When broken tools or an unsafe classroom condition are found, or a machine is in need of repair, it is permissible to make the needed repair and then report the condition to the instructor. \_\_\_\_\_
- 8. Smoking on school campus is a violation of District rules and the Health Code. \_\_\_\_\_
- 9. Hands must be dry when handling any electrical equipment. \_\_\_\_\_
- 10. All four legs/wheels of the chair must be on the floor. Tilting back can cause the loss of balance. \_\_\_\_\_
- 11. Fire extinguishers should be carried upright. \_\_\_\_\_
- 12. It is permissible to eat food and drink into your classroom. \_\_\_\_\_
- 13. Health and safety control measures (engineering controls, safer medical devices, and work practice controls) are required by OSHA to eliminate or minimize occupational exposures in the medical office. \_\_\_\_\_
- 14. The section of federal government that oversees employee safety is OSHA. \_\_\_\_\_
- 15. You must check the MSDS before cleaning up a spill. \_\_\_\_\_

**Directions: Choose the letter of your choice on the line provided to the right.**

- 16. You should always use personal protective equipment (PPE), wear minimal jewelry, have long hair pulled off face and keep nails clean and short because:
  - a. There is a possibility of coming in contact with body substances such as: blood, urine, feces or non-intact skin
  - b. Following the OSHA Bloodborne Pathogen Standards (BBP) will reduce the risk of exposure of infectious diseases
  - c. Failure to comply with OSHA (BBP) could result in OSHA citation
  - d. All the above
 \_\_\_\_\_
- 17. The CDC recommends that washing the hands with soap and water be performed:
  - a. After eating
  - b. When the hands are visibly soiled
  - c. Before using the restroom
  - d. After taking a patient's blood pressure
 \_\_\_\_\_
- 18. The purpose of the OSHA Bloodborne Pathogens Standard is to:
  - a. Improve the quality of laboratory testing in the United States
  - b. Protect public health and the environment outside of the workplace
  - c. Reduce the risk to employees of exposure to infectious diseases
  - d. Prevent exposure of employees to bloodborne pathogens
 \_\_\_\_\_
- 19. Which of the following is a violation of the OSHA standard?
  - a. Eating in the office laboratory
  - b. Storing the Exposure Control Plan on the computer
  - c. Recapping a needle after withdrawing medication from a vial
  - d. Refusing to get the hepatitis B vaccination
  - e. All the above
 \_\_\_\_\_
- 20. Which of the following does OSHA recommend for the decontamination of a blood spill?
  - a. 70% isopropyl alcohol
  - b. 10% household bleach in water
  - c. 2% glutaraldehyde
  - d. Lysol
 \_\_\_\_\_

21. Used lancets and syringes with needles should be discarded in:
- a. A "sharps" container
  - b. A "sharps" container OR a "medical waste" trash bag if the needle is recapped
  - c. The regular trash if the needle is recapped
  - d. All the above
22. Which of the following contributes to unsafe conditions in the classroom?
- a. Chemicals in locked cabinets.
  - b. Room temperature at 70 degrees.
  - c. Equipment sitting in aisles.
  - d. Practicing fire drills.
23. Wheels on wheelchairs are locked:
- a. To prevent equipment properly positioned
  - b. To keep your body in alignment
  - c. To prevent the person from moving about
  - d. Before transferring the person
24. If you find a piece of equipment that is damaged, report it to the:
- a. Maintenance department
  - b. Fire department
  - c. Principal's office
  - d. instructor
25. Needles should be disposed into:
- a. plastic bag with a biohazard sticker on it
  - b. puncture resistant container with biohazard symbol on it
  - c. metal container
  - d. glass container

<b>Student</b>	<b>Instructor</b>
<p>THIS IS TO CERTIFY that I have received instructions on safety precautions in my Medical Assistant class.</p> <p>The teacher demonstrated to me how to use tools, equipment and chemicals safely and correctly. I will observe all safety precautions. If ever in doubt regarding any operations, I will obtain the necessary information from my teacher.</p>	<p>THIS IS TO CERTIFY that</p> <p style="text-align: center;">_____</p> <p style="text-align: center;">(name of student)</p> <p>has been given safety instructions in my class.</p> <p>I demonstrated the proper use of tools, equipment and chemicals in the class and this student passed this written safety test with 100% accuracy.</p>
<p>_____</p> <p>(Student Signature)</p>	<p>_____</p> <p>(Teacher Signature)</p>
<p>_____</p> <p>(Date)</p>	<p>_____</p> <p>(Date)</p>