



ADMINISTRATIVE/FISCAL/CLINICAL/PHF POLICY AND PROCEDURES

COUNTY OF SANTA BARBARA
ALCOHOL, DRUG AND MENTAL HEALTH SERVICES

Section - PSYCHIATRIC HEALTH FACILITY	Effective:
Policy - PLASTIC SAFETY SCISSORS	Revised:
Director's Approval _____	Date _____
Assistant Director's Approval _____	Date _____
Form Ref. -C-5.8	Reviewed:
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POLICY: Children's plastic Safety scissors are to be used only in the closed Recreation Therapy (RT) room and will be used only under the direct supervision of RT staff

PROCEDURE:

1. Plastic safety scissors will be stored in a locked cabinet in the RT room
2. They will be used only for RT groups
3. RT Staff will apply good judgment when deciding to use safety scissors in group
4. When the choice is made to use safety scissors for projects with patients, the staff leading the group will:
 - a. Count the number distributed
 - b. Keep within sight each pair distributed
 - c. Monitor safe handling and usage
 - d. Return all plastic safety scissors to the locked cabinet
5. If the number of safety scissors distributed does not equal the number returned, the group leader will attempt to detain patients from leaving the RT room and will immediately notify nursing staff for assistance
6. Nursing and RT staff will conduct a search of each patient and unit until safety scissors are returned.
7. Patients are never allowed to have safety scissors outside the direct supervision of staff in the RT room, there are no exceptions

Guidelines:

Please see policy regarding metal sharps.

Metal Sharps of any kind are not allowed anywhere on the PHF unit at any time.

All sharp objects will be removed from the unit and placed in the Program Manager/Nursing Supervisors office under lock and key.