**Appendix A**

**Table 1. ED nurse’s perception of and experiences with workplace violence**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | Strongly Agree | Agree | Neither agrees/disagrees | Disagree | Strongly Disagree |
| Workplace violence is part of the job |  |  |  |  |  |
| Workplace violence is only when the physical injury occurs |  |  |  |  |  |
| Workplace violence includes verbal, emotional, or psychological incidents |  |  |  |  |  |
| I feel safe at work |  |  |  |  |  |
| This hospital has a zero-tolerance policy for violence |  |  |  |  |  |
| The ED is the most commonplace for violence to occur |  |  |  |  |  |
| This hospital’s management cares about ED staff and their security |  |  |  |  |  |
| This organization has a workplace violence policy in place |  |  |  |  |  |
| I use/have used the current formal incident reporting tool |  |  |  |  |  |
| I find the current incident reporting tool easy to use |  |  |  |  |  |
| I have been a victim of verbal, physical, emotional, or psychological abuse in the past year |  |  |  |  |  |
| I did not know this organization had a formal report tool |  |  |  |  |  |
| If the formal reporting tool was easier/ quicker to use I would report more incidents |  |  |  |  |  |

**Table 2. Educational Plan**

|  |  |  |  |
| --- | --- | --- | --- |
|  | **Topics** | **Teaching Method** | **Resources** |
| **Week 1**  (starting September 2020) | Spreading awareness:  1. Current incidents will be shared with ED staff and hospital management and executives.  2. Create a sense of urgency. 3. Educational guidelines installed in various points of the ED. | Lecture and PowerPoint presentation- 60 minutes | OSHA, Nursing and Allied Health, PubMed, and ProQuest, posters displayed in ED meeting rooms, bulletin boards, etc. |
| **Week 2** | 1. What is workplace violence? 2.Explaining the various forms WPV can take in the ED.  3. Discuss key definitions of workplace violence and reporting tools and interventions. | Lecture and PowerPoint presentation - 60 minutes | OSHA, Nursing and Allied Health, PubMed, and ProQuest |
| **Week 3** | 1. ED nursing perception of WPV- It is NOT part of the job.  2. Explaining different perspectives and normal emotions regarding WPV | Lecture and PowerPoint presentation - 60 minutes | Nursing and Allied Health, PubMed, and ProQuest |
| **Week 4** | 1. Implementing a new, easy-to-use WPV reporting tool which includes live training.  2. Help participants install the app on phones and find it on desktops/ipads 3. Answer all questions/concerns | Simulation- 90 minutes | IT Department |
| **Week 5** | 1. Simulations and activities (videos and group activities) in learning de-escalation and formal reporting | Simulation- 90 minutes | Group discussions and video case scenarios |
| **Week 6 (post-intervention 6 months)** | 1. Reassessment using survey tool and reporting tool | Survey and reporting tool analysis | Intervention of educational protocol and new reporting tool |

**Appendix C**

Table 3. Reporting Tool