

PROCEDURE NO. 5-8-1

ISSUED: 12-23-97

REVISED: 01-27-25

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SUBJECT: Health and Safety Committee

PURPOSE: To carry out the mandate of Rights, Health and Safety Policy No. 5

Woodhaven strives to provide a healthy and safe environment for individuals supported and employees.

The Health and Safety Committee has been established to oversee health and safety issues across the organization.

The Chief Operating Officer will appoint members to the Committee and designate the chairperson(s).

Duties of the Health and Safety Committee will include, but not be limited to:

1. Hold, as a minimum, quarterly meetings.
2. Review health and safety inspections from each site and make recommendations to the appropriate supervisor.
3. Review employee accident/injury reports and recommend corrective actions as needed.
4. Review individual supported incident reports, including medication errors, and make recommendations to the appropriate supervisor.
5. Review compliance with emergency drill guidelines.
6. Direct and monitor employee training and safety awareness.
7. Maintain appropriate records, keeping the Chief Operating Officer informed of findings and recommendations.

Approved: \_\_\_\_\_

Date: \_\_\_\_\_

Chief Mission Officer