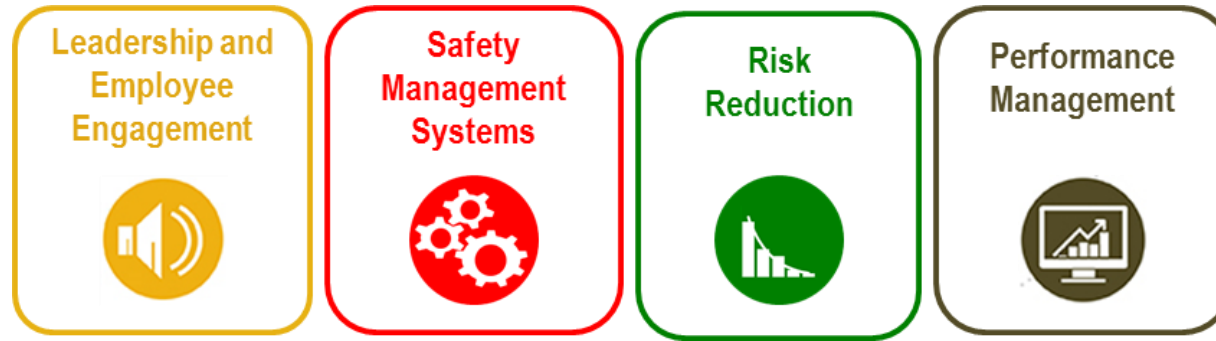


Comprehensive Workplace Safety Strategy



Leadership and employee engagement: Foster a culture in which safety is fully integrated and becomes a shared responsibility. This section focuses on creating a safety culture, management leadership and commitment, and workforce involvement.

1. **Executive Leader Role:** The executive (medical center/regional) leadership team has a vision, and implements a strategy and process for safety performance improvement and sustainability. (For example, accountabilities are established and funding is provided).
2. **Manager, Supervisor, Team Leader Role:** Managers know the high risk areas and tasks in their departments. They create and maintain a safe environment by having the right policies and procedures, systems, tools, equipment, action plans and training in place. They address unsafe conditions/behaviors in a timely manner.
3. **Safety Professional Role:** Workplace safety support staff, environmental health and safety professionals, etc. are resources to the owners of safety performance.
4. **Labor Leader Role:** Labor actively participates in the leadership of the comprehensive integrated approach to safety.
5. **Employee Engagement:** Everyone demonstrates responsibility to work safely, and to report unsafe conditions immediately. Effective engagement includes participation in activities e.g. hazard identification and reporting, safety conversations, incident investigation/analysis, safety huddles, etc.
6. **Safety Communication:** There are multidirectional communication processes that engage employees in talking about safety (e.g. huddles, unit based team work, rounding, safety conversations).

Revised Comprehensive Workplace Safety Strategy

Safety management systems: Set a framework of effective processes and procedures to ensure work tasks are completed safely. Safety processes are integrated (e.g. hazard reports and incident analysis connect to preventive actions). Action plans are utilized and are driven by meaningful data and information about hazards and risks. This section focuses on system management and communication, training, and workforce development.

1. **Job Hazard Analysis:** A process is used to systematically analyze job tasks for safety exposures and risk.
2. **Speak Up Culture:** Systems are in place so that anyone can stop the work when they perceive an immediate safety hazard/risk is present.
3. **Joint Labor and Management Safety Structure:** There is a labor and management safety structure to support injury prevention and risk reduction being done at the department or unit based team level.
4. **Incident Reporting and Analysis:** There is a documented process for reporting and analyzing incidents.
5. **Safety Training and Development:** Programs are in place to build safety skills among staff (training beyond compliance) to focus on hazard identification and mitigation.

Risk Reduction: Identify potential hazards and decrease the likelihood of an incident or severe injury or illness. This section focuses on hazard identification and focused risk reduction programs, with targeted programs to address ergonomics, safe patient handling and mobilization, slip, trip and fall management and prevention.

1. **Hazard Identification, Assessment and Risk Reduction:** A hazard identification and mitigation system is in place to reduce risk.
2. **Ergonomics:** Targeted ergonomic programs are in place across all areas with significant risk factors (e.g., computer work stations, material handling, diagnostic imaging, laboratory, etc.).
3. **Safe Patient Handling/Mobilization:** Safe patient handling/mobilization programs are in place to reposition, transfer, lift, and mobilize patients, including use of equipment.
4. **Slip, Trip, and Fall Prevention:** Effective practices for slip, trip and fall reduction are implemented and maintained (e.g. wet floor signs, mobile floor cleaning barriers, footwear, wet umbrella bags, mat or carpet replacement processes, clutter and cord management, etc.).

Performance measurement: Set achievable goals and use a mix of leading and lagging indicators to monitor safety performance. This section focuses on measurement of performance improvement.

1. **Performance Indicators:** High standards of performance, including timely leading indicators, are established, tracked, and reported on in accordance with the operating/strategy/business plan.