



Work Health & Safety

WORK HEALTH AND SAFETY POLICY

This policy:

- Shows the commitment of Pacific Health Systems' management and workers to health and safety
- Aims to remove or reduce the risks to the health, safety and welfare of all workers, contractors and visitors, and anyone else who may be affected by our business operations.
- Aims to ensure all work activities are done safely.

Obligations

Management is firmly committed to a policy enabling all work activities to be carried out safely, and with all possible measures taken to remove (or at least reduce) risks to the health, safety and welfare of caregivers, clients, authorized visitors, and all office employees who may be affected by our operations.

We are committed to ensuring we comply with the Work Health and Safety Act 2012, the Work Health and Safety Regulations 2012 and applicable Codes of Practice.

Management:

Will provide and maintain as far as possible:

- A safe working environment
- Safe systems of work
- Information, instruction, training and supervision that is reasonably necessary to ensure that each worker is safe from injury and risks to health.
- A commitment to consult and co-operate with workers in all matters relating to health and safety in the workplace
- A commitment to continually improve our performance through effective safety management.

Workers:

Each worker has an obligation to:

- comply with safe work practices, with the intent of avoiding injury to themselves and others and damage to Client's household and equipment.
- Take reasonable care of the health and safety of themselves and others.
- Wear personal protective equipment and clothing where necessary
- Comply with any direction given by management for health and safety





- Not misuse or interfere with anything provided for health and safety
- Report all accidents and incidents on the job immediately, no matter how trivial
- Report all known or observed hazards to their supervisor or manager.
- Attend **ALL** Quarterly safety meetings and trainings. They are **Mandatory**.

Consultation with employees

Pacific Health Systems will consult with employees on the following:

- Any new measure which may substantially affect their health and safety at work, for example new equipment, new ways of working and new procedures.
- Arrangements for getting competent people to help satisfy health and safety laws.
- The information we give to employees on the risks to health and safety arising from their work, measures to reduce or get rid of these risks and what they should do if they are exposed to a risk, including emergency procedures
- Planning and organizing health and safety training and the health and safety consequences for them of any new technology we plan to introduce.

The information provided to employees will be in a form that can be easily understood.

Pacific Health Systems will consult directly with employees through team meetings and face-to-face discussions.

Pacific Health Systems will take employees' views into account before a final decision is made, respond to any concerns and questions raised and explain the final decision and why it has been taken.

Application of this policy

We seek the co-operation of all caregivers, clients and employees. We encourage suggestions for realizing our health and safety objectives to create a safe working environment with a **zero accident rate**.

This policy applies to all business operations, including those situations where caregivers are required to work off-site.





RECEIPT AND ACKNOWLEDGEMENT

Pacific Health Systems, LLC. reserves the right to change the contents of this Manual at any time.

No changes in any benefit, policy or rule will be made without due consideration to the effect such changes will have on you as an employee and on Pacific Health Systems.

- I acknowledge receipt and have read the Manual. I understand the policies, and rules described within this Manual and acknowledge that Pacific Health Systems. reserves the right to change the contents of this Manual at its discretion.
- I acknowledge the policies, procedures; and rules set forth in this Manual revoke all previous inconsistent policies and procedures for Pacific Health Systems. as of the effective date of this Manual.
- I also acknowledge it is my responsibility to be familiar with these policies and any changes or modifications thereto.
- My signature below acknowledges that I have read the above statements and received a copy of the Pacific Health Systems Safety Policy Manual.

_____ Dated: _____

(Signature)

Pacific Health Systems

(Printed name)

