

WORK HEALTH & SAFETY STATEMENT OF COMMITMENT POLICY®

DOCUMENT SUMMARY/KEY POINTS

- SCHN adopts NSW Ministry of Health Policy Directive - PD2018_013 Work Health and Safety: Best Practice Procedure which requires mandatory compliance.
- SCHN WHS Policy Commitment Statement must be displayed in all wards and departments on the designated WHS Board

NSW Health Policy Directives

- Work Health and Safety: Better Practice Procedures:
https://www1.health.nsw.gov.au/pds/Pages/doc.aspx?dn=PD2018_013

Related Information

- SafeWork NSW (formerly Workcover NSW) <http://www.safework.nsw.gov.au/>
- WHS Act 2011.
<http://www.legislation.nsw.gov.au/maintop/view/inforce/act+10+2011+cd+0+N>
- WHS Regulation 2011.
<http://www.legislation.nsw.gov.au/maintop/view/inforce/subordleg+674+2011+cd+0+N>
- Code of Practice
<http://www.workcover.nsw.gov.au/law-and-policy/legislation-and-codes/codes-of-practice>
- Other SCHN Work Health and Safety Policies available on the intranet

This document reflects what is currently regarded as safe practice. However, as in any clinical situation, there may be factors which cannot be covered by a single set of guidelines. This document does not replace the need for the application of clinical judgement to each individual presentation.

Approved by:	SCHN Policy, Procedure and Guideline Committee	
Date Effective:	1 August 2016	Review Period: 3 Years
Team Leader:	Manager	Area/Dept: Work Health and & Safety

CHANGE SUMMARY

- This document was previously a WHS and Injury Management Policy and these have been separated
- Link to MoH PD2013_005 has been updated to PD2018_013.

READ ACKNOWLEDGEMENT

- All staff are required to read and acknowledge the document, including students, contractors and volunteers
- Evidence of distribution should be kept and where able a Policy sign off sheet should be kept
- Existing staff should be provided with the document upon renewal and new staff provided when they commence in their role

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Work Health Safety Policy Commitment

A Safe and Healthy Workplace

Sydney Children's Hospitals Network (SCHN) is committed to maintaining a safe and healthy working environment for workers and visitors to NSW Health facilities and services, in accordance with Work Health and Safety legislation, Codes of Practice and Australian Standards. Our workers are anyone who carries out work for SCHN, including employees, volunteers, contractors (including agency staff and Visiting Practitioners), subcontractors, the employees of contractors and subcontractors, students, trainees and apprentices.

SCHN will consult with workers and their representatives on health, safety and welfare matters to ensure that our Work Health and Safety risk management is a continuous process that is of the highest standard. We will take all reasonable actions to prevent injury and illness from occurring.

SCHN will also consult, co-operate and co-ordinate activities with other organisations, as far as possible, where there is a shared duty of care concerning the same workplace health and safety matter, for example where other businesses are located on a hospital campus.

Incidents will be reported to WorkCover NSW in accordance with the law.

Senior Management's responsibility

The management team at SCHN will take all reasonable steps to promote and maintain the workplace health, safety and welfare of workers, patients and visitors to public health facilities and services. This includes keeping under review work health and safety programs and strategies to prevent workplace injuries and illnesses and to continually improve the safety culture of SCHN.

Specific responsibilities

a) Managers and Supervisors will:

- Take actions necessary to maintain a safe workplace, which is fundamental to effective workplace management, and report to more senior managers any work health and safety issues that cannot be resolved within their level of delegation.
- Act quickly on matters raised by Health and Safety Representatives, WorkCover or other entry permit holders.
- Implement work health and safety policies, programs and procedures in their areas of control and reinforce safe workplace practices.
- Ensure that workers receive on-going supervision and are trained in safe work practices and know who to use work health and safety reporting/recording systems e.g. to report incidents and near misses.
- Ensure that workers are consulted on issues which affect their health and safety and that any concerns they may have are addressed promptly. Workers will be given a reasonable opportunity to express their views relating to a health and safety matter and have their views taken into account.

b) Workers and Other Persons at the workplace e.g. visitors and patients have a duty to:

- Take reasonable care for their own health and safety.
- Take reasonable care that their actions do not harm the health and safety of others.
- Follow any reasonable instruction that is given to ensure health and safety.

Also workers must cooperate with any reasonable policy or procedure they have been made aware of.

Work Health and Safety Program

In order to implement the general provisions of this policy, a program of activities and procedures will be supported, continually updated and effectively carried out.

The program will relate to all aspects of work health and safety including, for example: provision of work health and safety equipment; safe work procedures; workplace inspections and evaluations; the reporting and recording of incidents; and provision of information/training to workers.

SCHN will establish measurable objectives and targets to facilitate continual improvement of health and safety in the workplace and reduce work-related injury and illness.

SIGNATURE..........DATE..... 9/7/16

Dr Michael Brydon
Chief Executive