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| CHAPTER: 8 | SECTION: 1 | SUBJECT: Environment of Care |
| TITLE: Health and Safety | | |
| EFFECTIVE DATE: 12-15-95 | REVISED/REVIEWED DATE: 9/7/99, 4/22/02, 7/9/03, 2/1/05, 2/7/06, 2/20/08, 12/16/11, 7/2/12, 9/3/13, 6/23/14, 6/12/15, 4/26/16, 4/7/17, 7/13/18, 9/9/19; 10/01/2020; 05/01/2021, 01/03/2023 | |
| ISSUED AND APPROVED BY:  EXECUTIVE DIRECTOR | | |

- I. PURPOSE:**
To establish policy and procedure for the management of the care of the environment for consumers and service providers of Community Mental Health of Ottawa County (CMHOC).
- II. APPLICATION:**
To all CMHOC operated programs.
- III. DEFINITIONS:**
Not Applicable
- IV. POLICY:**
It is the policy of CMHOC to assure an environment of care that includes the design, performance, continuous measurement, assessment and improvement of the following:
 - Accurate and effective emergency procedures
 - Staff training and education regarding health and safety issues
 - Access to first aid expertise, equipment, and supplies
 - Access to emergency information
 - Critical issues data, analysis, and improvement activities
 - Access to fire safety expertise, equipment, and procedures
 - Effective infection control practices
 - Efficient remediation of safety concerns
 - Involvement of persons receiving services in safety issues and education
 - Data collection, analysis, and improvement activities related to the improvement of health and safety
- V. PROCEDURE:**
 - 1. The design and plan of a safe, accessible, effective and efficient environment are made consistent with the Agency mission and values.
 - a. Safety: Community Mental Health strives to follow criteria in the Life Safety Code, published by the National Fire Protection Association as well as local and state ordinances.
 - b. Therapeutic environment: We strive to design the therapeutic environment so as to enhance the positive image and dignity of consumers and staff.

2. Staff are trained regarding the collective and individual role in the protection of health and safety. Topics for education include but are not necessarily limited to:
 - a. General Health and Safety practice
 - b. Identification of unsafe environmental factors
 - c. Emergency procedures
 - d. Evacuation procedures
 - e. Identification of critical incidents
 - f. Reporting of critical incidents
 - g. Other topics as suggested by data analysis and/or performance improvement initiatives
3. Quality indicators measure and assess the organizations health and safety practices. (See Health and Safety Coordinator functions and abilities).
4. Needs of the individuals served and needs of staff providing service are considered.
5. CMHOC will provide settings for service delivery that have a professional appearance.

VI. ATTACHMENT:

Not Applicable

VII. REFERENCE:

The Michigan Department of Health and Human Services Standards for Mental Health Services,
Administrative Rules
CARF Behavioral Health Standards Manual
County of Ottawa policies and procedures
CMHOC Recipient Rights Manual
Life Safety Code, Functions & Abilities of the Health and Safety Coordinator