

SAMPLE RISK MANAGEMENT POLICY

PURPOSE

To set out the First Nations Health Organization's policy on risk management.

POLICY

The First Nations Health Organization shall develop and review a risk management plan annually. The plan will address:

1. Risk through prevention and risk reductions awareness
2. Identification and implementation of potential workplace hazards
3. Review of best practices of programs and staffing
4. Ensuring employees and partners know their roles in risk management
5. Monitoring and evaluating the effectiveness of risk management processes
6. Maintaining adequate insurance coverage for potential legal liabilities

The First Nations Health Organization shall ensure effective evaluation and management of risk protocols and will utilize a hazard safety check list to conduct a workplace hazard safety inspection.

POLICY APPLICATION

1. Employees shall be trained to consider and practice risk measures in all aspects of service delivery to and for the community that is serviced.
2. Employees shall inform clients of risks to self and others when they feel it is appropriate, without offending the client.
3. When employees are advising clients about life decisions, they must ensure there is no risk of putting others in jeopardy.
4. Programs activities are monitored accordingly.
5. Best practices are regularly monitored.
6. Medications are properly recorded, delivered and stored in a locked cabinet and room; also stored in a sealed container upon transfer.
7. Employees are annually trained in First Aid/AED, suicide Intervention, transportation of dangerous goods, food handling and crisis Intervention.
8. All dangerous goods and products are under lock and key.
9. Senior employees monitor and evaluate the effectiveness of risk management.
10. Safety personnel conduct a hazard safety inspection each month.