

SAMPLE TRANSPORTATION OF PERSONS SERVED POLICY

PURPOSE

To set out the First Nations Health Organization policy and procedures with respect to the transportation of clients and employees.

POLICY

The First Nations Health Organization's Medical Transportation Program shall provide transportation to members that required access to medical appointments within the First Nations Health Organization, the local hospital, tertiary hospitals, and clinic within the surrounding areas via medical vans.

The First Nations Health Organization shall ensure the safety of clients and employees. Clients must follow basic safety instructions at all times.

POLICY APPLICATION

1. Clients must wear seat belts at all times.
2. Children must be in appropriate car seats for age and size.
3. When required escorts will be used, based on the needs and condition of client.
4. No smoking allowed in health Centre vans.
5. Each medical van is insured for transportation of such reasons identified.
6. Each medical driver is required to have a Class 4 License.
7. A driver's abstract is required annually.
8. Inspections of vans are done a daily basis by the assigned driver.
9. Maintenance of medical vans is recorded as per tracking sheet.
10. Vans are replaced upon wear and tear and on a two year vehicle replacement process.
11. Each driver is responsible for client's safety during transportation.