

OCCUPATIONAL HEALTH AND SAFETY AND INJURY MANAGEMENT POLICY

Distribution List	Contributors / distributors
Chief Executive Officer, MDC	OHSW & Injury Management Team
General Manager, Employee and Industrial Relations MDC	All staff consulted.
General Manager, Information Services, MDC	OHSW Committee, Southern
General Manager, Finance & Admin, MDC	OHSW Committee, Eastern
General Manager, Assets, MDC	OHSW Committee, Western
General Manager, Tregenza Avenue Aged Care	OHSW Committee, TAACS
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Chief Executive Officer signature:			

OUTCOME

Metropolitan Domiciliary Care (MDC) will develop, implement, maintain and review integrated management systems for occupational health, safety, welfare (OHSW) and injury management that provide a safe, optimistic environment where everyone can be expected to be treated fairly and with respect.

POLICY STATEMENT

Metropolitan Domiciliary Care is committed to ensuring its duty of care for the health, safety and welfare of all persons. This will be achieved by implementing and maintaining systems to ensure:

- All buildings and facilities are safe and comply with all relevant legislative requirements;
- Safe care with appropriate procedures and practices;
- Plant and substances are safe and comply with all relevant legislative requirements;
- The provision of relevant training, information and instruction;
- The provision of relevant supervision;
- Employees are consulted when there are any changes that may affect health, safety or welfare;
- Timely risk management practices;
- Timely reporting, investigation and corrective action (management) following near miss incidents, accidents, notifiable or dangerous events that may result in death, injury, illness, disease;
- Safe management of emergency situations;
- Equitable management of workers compensation claims;
- Early intervention and safe return to work following work related injury, illness or disease;
- The provision of relevant Human Resource management and psychological support and assistance.

OHSW & INJURY MANAGEMENT PLAN

MDC will develop specific objectives and targets for occupational health, safety and welfare and injury management. Strategies will be identified for managing major and extreme risk activities. An OHSW & Injury Management plan will be developed and implemented in order to meet the objectives and targets.

PERFORMANCE INDICATORS

OHSW & Injury Management Performance will be measured and reported to the CEO, Board of Directors and Occupational Health and Safety Committee.

DEFINITIONS

Plant	Any machinery, equipment, appliance, implement or tool or any component or fitting, connection, mounting, accessory used in conjunction with these items.
Substance	Any natural or artificial substance, whether in solid, liquid or gaseous form.
Safe	Safe from injury and risks to health
System	Structures, planning activities, responsibilities, practices and procedures and resources
Risk	Chance of something happening that will impact upon objectives. It is measured in terms of consequence and likelihood

SCOPE

This policy applies to all MDC staff, volunteers, students and contractors.

REFERENCES

Occupational Health, Safety and Welfare Act, 1986 and Occupational Health, Safety and Welfare Regulations. 1995

Workers Rehabilitation and Compensation Act, 1986 and Associated Regulations

WorkCover Corporation, Performance Standards for Self Insurers, 1998

AS/NZ 4801:2001, Occupational health and safety management systems – Specifications with guidance for use

AS/NZ Standard 4360:1999, Risk Management

This policy statement will be supported by other policies and procedures.