



Hazard Assessment

Mike MacDonell

Key Points

IMPETUS

PROCESS

CHALLENGES

OPPORTUNITIES

OPERATIONALIZING

FUTURE

Context:

- Decision to act/implement - Why & when?
- Development/Led by whom & how?
- E.g. Buy in, understanding...others?
- E.g. What did you learn, any surprises?
- Integrated? Once and done or truly a living document?
- Refinements/changes?

IMPETUS - Woods Homes subject of inspection through the 2019/2020 OHS Care Worker Initiative

Item	Details	Date
Order Open 01	<p>OBSERVATION(S)/FINDING(S): The employer shared that, although they develop on-going "client safety risk assessment", "home safety risk assessment" and/or "client transport risk assessment and risk mitigation", as the case might be, and although these assessments may give a hint regarding the safety of workers, they didn't assess the work site to identify existing and potential hazards as they pertain to workers.</p> <p>REQUIREMENT: The employer must assess the work site to identify existing and potential hazards before work begins at the work site as required by section 7(1) of the OHS Code below.</p> <p>APPLICABLE OHS LEGISLATION: Hazard Assessment, Elimination and Control-Hazard Assessment 7</p>	<p>Compliance Date April 28, 2020</p>



HAZARD ASSESSMENT

AutoSave Off Community_Stabilization_Formal_Hazard_Assessment_2022-000 Search Mike MacDonell

File Home Insert Draw Page Layout Formulas Data Review View Help

Comments Share

Fleet vehicles, computer/work station, cavi-wipes, keys, stove/oven, washing machine, dryer, fridge, freezer, rinse basin, shovel, mop, vacuum, fire extinguisher, step stool, power panel/breakers, water valve,

FORMAL (POSITION / TASK) HAZARD ASSESSMENT

Date Completed: 18-May-22 **Created By:** Michael MacDonell, Brad Gauthier, Joanne Machacek, Bradley Bur **Revision #:** #1 **Next Review date:** 01-May

Location: Community Stabilization - 112 - 16 Avenue NE, Calgary **Step 1** **Applicable to Positions:** Youth and Family Counsellor I & II, Team Leader, Program Manager

Personal Protective Equipment: Medical masks, gowns, gloves (latex and non-latex options for allergies), face shields, procedural masks, protective glasses and goggles, oven mitts, safety button (wireless alarm), winter gloves and hats, earplugs, footwear (winter/extra boots/shoes for outdoors), safety vest, proper clothes for shift tasks (as well as extra change of clothes in case clothing becomes soiled), biohazard bags, thermometers, sharps bin, hair cover (lice infestations)

Tools/ Equipment: Fleet vehicles, computer/work station, cavi-wipes, keys, stove/oven, washing machine, dryer, fridge, freezer, rinse basin, shovel, mop, vacuum, fire extinguisher, step stool, power panel/breakers, water valve, shopping carts, sharps, kitchen utensiles (knives, forks, etc.)

Type of Work - General Category	Step 2		Step 3	Step 3	Step 3	Step 3	Step 4	Step 4	Step 4	Step 4	Step 4	Step 4	Step 4	Step 4	Step 5	Step 6	Step 6	Step 6	Step 6	Step 6	Step 6	Step 9
	Activity/ Operation/ Task	Hazard Description	Hazard (Health hazard or Safety Hazard)	Hazard Category (Ergonomic, Chemical, Biological, Psychological)	PEME	Initial Risk Severity	Initial Risk Likelihood	Risk Ranking	Risk Level	ACTION Priority Level	Legal and Other Requirements	Controls	Residual Risk Severity	Residual Risk Likelihood	Residual Risk Ranking	Residual Risk Level	ACTION Priority Level	Further Control Recommendations				
Direct Client Care	Client Admission Process	Violence / Harassment Clients may not know or understand why they are here and could become agitated or go into a crisis.	Safety	Physical, Psychological	People	3	4	12	HIGH	Requires Immediate Action	OHS Code: Part 27 Violence and Harassment	3 - When at risk, can relocate to safe areas - staff office e- secured - call 911 3 - Safety button. 4 - TCI Training - Therapeutic Crisis Intervention & Prevention, including Protective Interventions and Physical Restraint 4 - Wood's Homes Safety Policies: Policy 5.3 through 5.11 4 - Team Meetings 4 - Supervision, 4 - Check ins 4 - Access to Agency on call Manager 24/7 4 - Overall Clinical - 3.13,3.15, Clinical Program Specific - 4.1 - 4.10, Overall agency - 8.10 4 - Incident Reporting criteria 4 - Staff Safety Incident Report, 4 - Senior Manager Incident Review	3	3	9	MEDIUM	Requires a planned approach to control hazard					
Direct Client Care	Client Admissions - Late and / or Long admission meetings	Omissions / Mistakes Less staffing, staff stay late past their threshold, risk of missing important steps in	Safety	Physical, Psychological	People	3	3	9	MEDIUM	Requires a planned approach to control hazard	4 - Can placement or SACS postpone admission (Manager or on-call) 4 - TCI Training - Therapeutic Crisis Intervention & Prevention, including Protective Interventions and Physical Restraint 4 - Wood's Homes Safety Policies: Policy 5.3 through 5.11 4 - Team Meetings 4 - Supervision, 4 - Check ins 4 - Access to Agency on call Manager	2	2	4	LOW	Acceptable Risk						

CHALLENGES - Intensive, Culture shift needed/ Treatment vs. Safety, Leadership buy in/support

Intensive!

OPPORTUNITIES - Discussion, Varying program acuity & response, Operational Discipline, Values

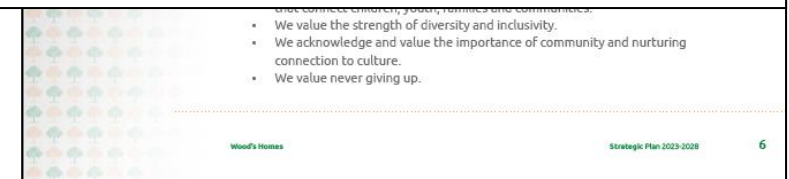
Discussion/Debate

Varying Program Acuity & Response
Searches Committee Established –
Operational Discipline – Best Practice

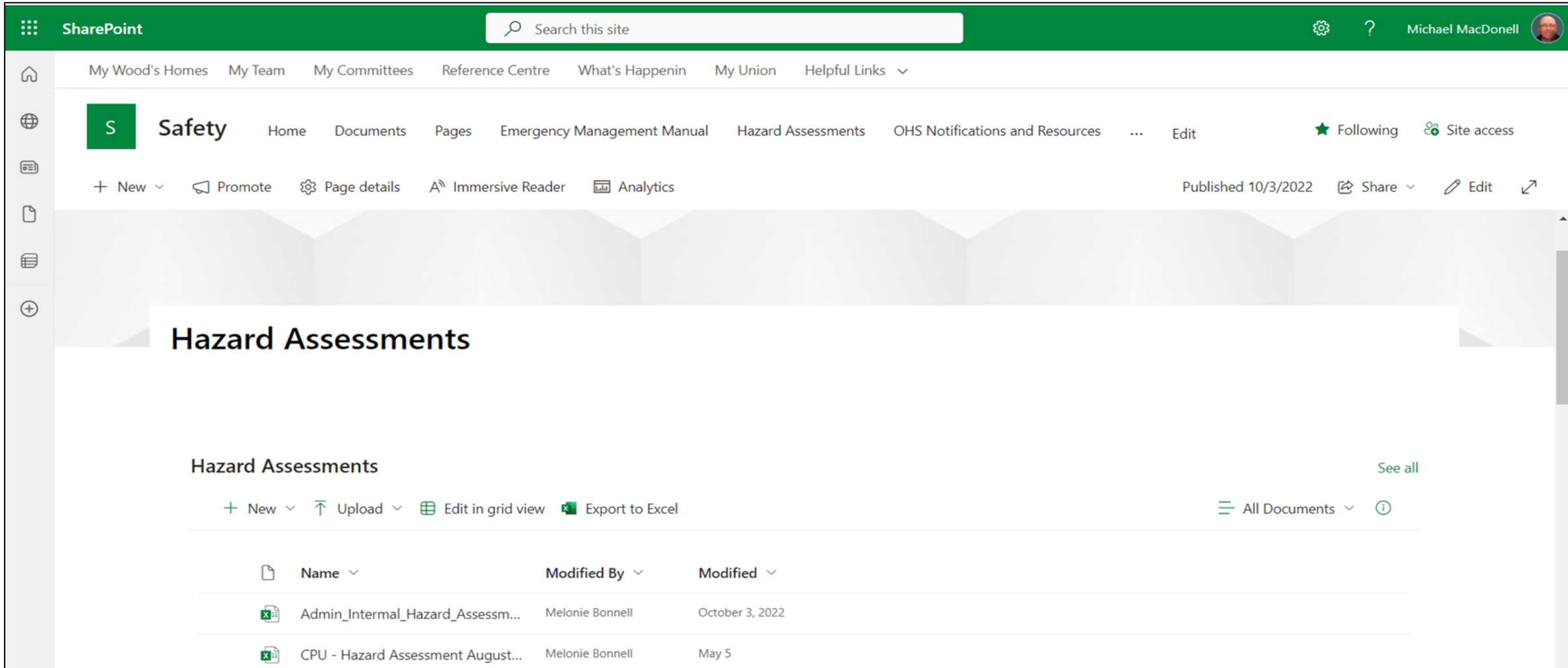


Our Values

- We value recognizing and responding to everyone with dignity, integrity, and respect.
- We value being responsive, leaning into the difficult, and learning something new.
- **We believe exceptional treatment and safety go hand in hand.**
- We value reducing the stigma and promoting the importance of good mental health.
- We value the actions of Truth and Reconciliation in order to make changes that connect children, youth, families and communities.
- We value the strength of diversity and inclusivity.
- We acknowledge and value the importance of community and nurturing connection to culture.
- We value never giving up.



OPERATIONALIZING - Ownership and use/maintenance of documents, Integration, Accessibility



The screenshot shows a SharePoint site with a green header bar. The site name is "Safety" and the current page is "Hazard Assessments". The page contains a list of documents with the following columns: Name, Modified By, and Modified. Two documents are visible in the list.

Name	Modified By	Modified
Admin_Internal_Hazard_Assessm...	Melonie Bonnell	October 3, 2022
CPU - Hazard Assessment August...	Melonie Bonnell	May 5

OPERATIONALIZING - Ownership and use/maintenance of documents, Integration, Accessibility

Steps to

Step 1

Develop
Requirements

Step 2

Assign
Posted

Step 3

Incorporate
Follow-up

12. Management Review, Sign Off

I have reviewed the attached **Staff Safety Incident Report** (SSIR Sections **A & B**) & **Level 2 Investigation Report** (Section **C**) and am satisfied the corrective actions identified / implemented will appropriately mitigate the hazard(s).

Investigation and corrective actions completed Yes No

If investigation and corrective actions are deemed completed, then confirm section (below)

Hazard Assessment Reconciliation and Staff Communication – Right to Know

Was the job formal hazard assessment reviewed? Yes No If no, why not: [Click here to enter text.](#)

Does staff hazard assessment document require updating due to newly identified hazards and/or controls? Yes No

If yes, describe who will update the hazard assessment and how updates will be shared with staff/Site Safety Committee:
[Click to describe](#)

Incident to be discussed at the next scheduled safety meeting, date: [Click here to enter a date.](#)

Comments: [Click to enter comments](#)

Director Signature: [Click here to enter name](#)
(Your named typed here will serve as your signature)

Date: [Click here to enter a date.](#)

FUTURE - Make HA user friendly, Ensure Consistent Training, Share Truths, Safety a Core Value

Simplify

Make Hazard Assessment format less intimidating
Better engage staff in the HA process

Training Fidelity

Ensure we speak the same HA language & concepts
Improve Training oversight, content and delivery

Lessons Learned

Honor Debbie's Legacy – Share truths
Safety and Treatment are Intertwined – Core Values



Friday, October 25th, 2019, Debbie Onwu was killed by a client of Wood's Homes.