



<b>Policy Number:</b>	00-02
<b>Policy Name:</b>	Safety/Risk Management Committee
<b>Authority:</b>	BHRS Illness and Injury Prevention Plan (IIPP)
<b>Original Policy Date:</b>	January 12, 2000
<b>Policy Last Revised:</b>	November 8, 2011
<b>Supersedes:</b>	91-20
<b>Attachments:</b>	<b>A.</b> BHRS Infection Control Committee <b>B.</b> BHRS Illness and Injury Prevention Plan

## PURPOSE

The Safety/Risk Management Committee is established in order to:

- Support, promote and augment safety-related efforts of Behavioral Health and Recovery Services (BHRS).
- Urge every reasonable precaution be taken to protect the health and safety of BHRS employees, clients and the general public using BHRS facilities.

## MEMBERSHIP

- Manager of Quality Management services
- QM Staff
- One representative of Alcohol and Other Drugs staff.
- One representative from each regional clinic
- One representative of Administrative Support Leadership
- At least one member shall be a nurse serving on the Infection Control Committee
- BHRS Specialist in Community Response and Disaster Readiness
- BHRS Director and BHRS Medical Director serve ex officio

## PROCEDURE

- A. Safety/Risk Management Committee will meet as needed but at least quarterly.
- B. The Infection Control Committee is a sub-committee of the Safety/Risk Management Committee.
  1. Infection Control Committee shall meet as needed to perform the specific functions of its charge (see Attachment A)



2. Infection Control Committee activities shall be a standing agenda item at all Safety/Risk Management meetings.
- C. Safety/ Risk Management Committee shall report to the Quality Improvement Committee at least annually; more frequent reports are required in the case of high-risk situations such as wide-spread infections, bomb threats, etc.

#### **I. Objectives and Activities**

- A. Increase employee safety awareness and reduce the incidence and costs of preventable accidents and injuries.
- B. Ensure prompt identification and investigation of safety concerns and follow-up corrective action to reduce or, wherever possible, eliminate specific safety-related problems.
- C. Work with BHRS managers and supervisors to implement or increase the effectiveness of safety programs and training activities; implement record keeping systems; assure the performance of safety inspections, resource inventories and drills; review safety standards and practices; and recognize employee safety contributions.
- D. Develop, review, and distribute BHRS' Illness and Injury Prevention Program (IIPP) and BHRS' Bloodborne Pathogens Exposure Control Plan.
- E. Serve as a resource to effectively communicate safety information to and from the County Safety Officer and the Central Safety Committee.
- F. Assist as indicated to implement the safety-specific elements of County and Department Emergency Preparedness Plans.
- G. Assist in ensuring division compliance with applicable state and federal safety-related statutory requirements. In particular, provide guidance to unit supervisors about mandatory annual training on safety and risk management issues.

#### **SIGNATURES**

Approved: Signature on File  
Stephen Kaplan, BHRS Director

#### **REVISION HISTORY**

<b>Date of Revision</b>	<b>Type of Revision</b>	<b>Revision Description</b>
2/21/25	Amend	<b>Attachment B:</b> amended and renamed as Attachment A
11/11	Amend	<b>Attachment A &amp; B:</b> amended
11/8/11	Amend	<b>Policy:</b> amended