


# First Nations Health Authority

## Board Policy



First Nations Health Authority  
Health through wellness

<b>Name</b>	<b>Occupational Health and Safety Policy</b>
<b>Category</b>	Safety and Security
<b>Type</b>	Corporate

For Board Secretariat (do not fill this in)		
Document #	Effective	
SAS-18-002-004	November 1, 2018	
Board Approved Date	Verified By	Authorization (BoD Motion #)
November 1, 2018		MOTION 1118-BOD-01j

### 1.0 Purpose

- 1.1 The purpose of this policy is to establish principles and guidance for occupational health and safety at First Nations Health Authority (FNHA).
- 1.2 This policy supports all 7 Directives and the Shared Values.

### 2.0 Scope

- 2.1 This policy applies to Workers and the Board of Directors (Board).
- 2.2 This policy applies to all Workplaces.
- 2.3 Provisions for Workers who occupy positions subject to a collective agreement will be administered in accordance with the applicable collective agreement. In the event that the relevant collective agreement is not applicable, then the provisions of this policy will apply.

### 3.0 Policy Statements

- 3.1 FNHA is committed to establishing and maintaining a work environment that promotes the health, safety, and wellness of Workers.
- 3.2 FNHA will comply with the *Workers Compensation Act* and *Occupational Health and Safety Regulation*.
- 3.3 Cultural Safety and Cultural Humility will guide occupational health and safety practices.
- 3.4 FNHA will establish measures to identify, control, investigate, and monitor Workplace Hazards, Safety Incidents, and Near Misses.
- 3.5 In addition to general management of safety risks, FNHA will develop safety programs in the following priority areas:
  - (a) Violence/psychological harm,

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- (b) Working Alone or in Isolation,
  - (c) travel,
  - (d) exposure control, and
  - (e) ergonomics.
- 3.6 FNHA expects Workers to contribute towards the creation and maintenance of a safe working environment for themselves and fellow Workers.
- 3.7 Workers have a duty to report unsafe working conditions and have the right to do so without retaliation. FNHA will promptly remedy any Workplace conditions that are hazardous to the health or safety of Workers.
- 3.8 FNHA will strive to accommodate and support Workers who may not be Fit for Work while ensuring safe working conditions are maintained.
- 3.9 FNHA will take measures to protect Workers who may be at risk of or exposed to infectious and communicable diseases in the Workplace and will strive to ensure information, tools and resources are available to all at-risk Workers to protect themselves and others from infectious and communicable diseases.
- 3.10 The Board of Directors will follow FNHA's occupational health and safety recommendations for travel, exposure control, ergonomics and any other relevant safety considerations in order to ensure that Board Directors' health and safety is protected while performing their duties on behalf of FNHA.
- 3.11 Disease outbreaks or other health and safety events that meet the criteria of an Emergency or Disaster will be addressed in accordance with the *Emergency Management and Business Continuity Policy Documents*.
- 3.12 Harassment and Bullying among Workers will be dealt with in accordance with the *Respectful Workplace Policy Documents*.
- 3.13 The Chief Executive Officer (CEO) will provide a quarterly report to the Board inclusive of occupational health and safety trends.

### **Compliance**

- 3.14 Any violations of this policy may result in Disciplinary Action, up to and including termination, in accordance with the *Progressive Corrective and Disciplinary Action Policy Documents*.

### **Exceptions**

- 3.15 Exceptions to this policy require approval by the CEO.

### **Delegation**

- 3.16 This policy will be further defined and elaborated upon through an executive directive of the CEO.

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### 4.0 Responsibilities

- 4.1 Board of Directors (Board): approve the *Occupational Health and Safety Policy*; follow occupational health and safety recommendations.
- 4.2 Chief Executive Officer (CEO): provide overall leadership and support to Senior Executives in the oversight and management of occupational health and safety; provide quarterly report to Board; approve exceptions as appropriate.

### 5.0 Definitions

Bullying: persistent, unwanted, offensive, or intimidating behaviour (verbal comments, actions, or gestures) that ought reasonably to have been known as behaviour that would adversely affect a person's self-confidence, dignity, or psychological or physical integrity, and which results in a harmful environment for the individual.

Cultural Humility: a process of self-reflection to understand personal and systemic biases and to develop and maintain respectful processes and relationships based on mutual trust. Cultural humility involves humbly acknowledging oneself as a learner when it comes to understanding another's experience.

Cultural Safety: an outcome based on respectful engagement that recognizes and strives to address power imbalances inherent in the health care system. It results in an environment free of racism and discrimination, where people feel safe when receiving health care.

Disaster(s): a naturally occurring or human-induced event that

- (a) has caused harm to First Nations people, property, communities, the environment, or FNHA Assets or Workers;
- (b) requires the expenditure of resources outside the scope of standard FNHA operations on a temporary basis; and/or
- (c) has disrupted or displaced FNHA operations for a period of time.

Disciplinary Action(s): a process for dealing with job-related behaviour that does not meet expected and communicated performance standards, including non-compliance with Policy Documents.

Emergency(ies): a naturally occurring or human-induced event that has the potential to

- (a) cause harm to First Nations people, property, communities, the environment, or FNHA Assets or Workers;
- (b) require the expenditure of resources outside the scope of standard FNHA operations on a temporary basis; and/or
- (c) disrupt or displace FNHA operations for a period of time.

Fit(ness) for Work: free from impairment and possessing the physical and psychological capacity to safely fulfill occupational requirements.

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Harassment: conduct or comment that ought reasonably to be known as objectionable or unwelcome; serves no legitimate work-related purpose; is based on one of the prohibited grounds identified under the *Human Rights Code*; and detrimentally affects a person, or has adverse job-related consequences such as reduced job security, or a negative impact on career advancement. Harassment does not include any reasonable action taken by an employer or supervisor relating to the management and direction of Workers or the place of employment.

Hazard(s): a thing or condition that may expose a person to a risk of occupational injury or disease.

Near Miss(es): an unplanned event that did not result in injury, illness, or damage, but had the potential to do so. Only a fortunate break in the chain of events prevented an injury, illness, or damage.

Policy Document(s): all existing documents within a policy set, including the Board-approved policy that provides principles and guidance and delegates authority to the CEO; consistent with approved policy, CEO-approved executive directives that provide direction for the approach, outline required and prohibited actions, and delegate accountabilities to Senior Executives; and, consistent with approved executive directives, any procedures approved by Senior Executives that outline specific steps to be followed.

Safety Incident(s): includes an accident or other occurrence which resulted in an occupational injury or disease.

Senior Executive(s): includes the Chief Executive Officer, Chief Officers, and Vice Presidents.

Violence: the attempted or actual exercise of any physical force by a person other than a Worker that could cause injury to a Worker, including any threatening statement or behaviour which gives a Worker reasonable cause to believe that he or she is at risk of injury.

Worker(s): includes individuals employed or contracted with FNHA while engaged in an FNHA work activity; specifically, employees (union, non-union; permanent, term, casual; full-time, part-time); people working at FNHA through an Interchange Agreement; people paid via third party agencies (temporary workers); contractors; consultants; trainees; students; volunteers.

Working Alone or in Isolation: to work in circumstances where assistance would not be readily available to the Worker in case of an emergency or Worker injury or ill health.

Workplace(s): in or on the property of FNHA, or away from FNHA property if the Worker is engaged in work-related activities.

## 6.0 Related Documents

### Mandatory Compliance Documents

Occupational Health and Safety Regulation (British Columbia)

Workers Compensation Act (British Columbia)

### Supporting Documents

Exposure Control Executive Directive

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Hazard Management Executive Directive  
Occupational Health and Safety Management System Executive Directive  
Ergonomics Procedure  
Exposure Control Procedure  
Immunization and Tuberculosis Screening Procedure  
Occupational Health and Safety Management System Procedure  
Travel Safety Procedure  
Violence Prevention Procedure  
Working Alone or in Isolation Procedure

### Other FNHA Policy Documents

Emergency Management and Business Continuity Policy Documents  
Progressive Corrective and Disciplinary Action Policy Documents  
Respectful Workplace Policy Documents

## 7.0 Rescind and Interpretation Statements

- 7.1 With the approval of this policy, older versions are considered to be replaced and/or rescinded and are no longer in effect.
- 7.2 Where interpretation is required regarding the relationship between Policy Documents, the CEO has sole discretion to provide the interpretation.

## 8.0 Summary of Changes

Replaces	Dated	Key Changes to Previous Version
CS-17-001-003 Occupational Health and Safety Policy	November 3, 2017	<ul style="list-style-type: none"><li>Added statement on general requirements to report unsafe working conditions and promptly resolve them.</li><li>Removed statement on scents and nuts.</li><li>Added statement on fitness for work.</li><li>Added requirement for quarterly reporting.</li></ul>
CS-17-008-003 Immunization and Tuberculosis Screening Policy	November 3, 2017	<ul style="list-style-type: none"><li>Added provision on immunizations (to replace the Immunization and Tuberculosis Screening Policy).</li></ul>

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### 9.0 Attachments

None