



Health and Safety Policy for Homecare Employees

The management of Geneva Health International Limited is committed to taking all practicable steps to ensure a safe and healthy working environment for its employees while on client premises.

To achieve this, the following policies must be adhered to:

- Geneva Consultants will advise employees of any known hazards on client premises. These will also be available on the individual care plans at client premises.
- Any additional hazards found by Geneva Employees must be either rectified immediately, or reported to Geneva.
- Geneva Employees will not be expected to perform any duties deemed by either themselves or Geneva as potentially unsafe.
- Geneva Employees will use patient handling techniques as described by the individual patient care plan. Employees must advise Geneva immediately they consider the prescribed technique hazardous to either the carer or the client.
- Geneva Employees are to use Standard Precautions in all contact with bodily fluids. Should gloves not be available on site, Geneva Health must be contacted immediately and before any further such duties are carried out.
- Geneva Employees are responsible for attending Geneva training sessions on Health & Safety and related issues.
- A 24-hour stand down period is required in the case of vomiting or diarrhoea.
- Geneva Employees will not use their own vehicles to transport clients/patients without obtaining prior permission from a Geneva consultant.
- All Accidents/Incidents relating to Geneva Health staff will be immediately reported to Geneva Health.

Every Employee is expected to comply with the Geneva Health International's Health and Safety rules and procedures in order to fulfill their legal Health and Safety management duties as an Employee. These duties are: to take all practicable steps to ensure your own safety; and ensure that no action or inaction causes harm to any other person.

Any issues or queries regarding the safe working conditions of a Geneva Employee must be immediately addressed with your Geneva Health consultant.

Signed: _____ On behalf of: _____ Date: _____

Signed on behalf of Geneva Health: _____ Date: _____

Last Updated: August 2009

Melinda McLaren: Homecare Manager