

Creating a Healthy Workplace

Considerations for Workspace and Equipment

In all workplace settings the physical facilities and equipment should be safe, well maintained, and sufficient to meet the needs of staff and those they serve.

Work Setting Requirements

- Space allocated to the service is of sufficient size and adequate design to meet the program objectives and needs of clients and staff.
- The work setting is quiet enough for clinical activities and adequate to ensure confidentiality.

Health and Safety Measures

- The work site meets the applicable building and safety codes.
- The program promotes accessibility for persons with disabilities.
- There are written policies and procedures regarding the health and safety of clients and staff. These may include, but are not limited to, policies on infection control, WHMIS, incident reporting, emergency and disaster procedures.

Equipment and Materials Management

- There are adequate equipment, materials, and supplies to support the principal functions of the service.
- A written inventory of equipment and materials is maintained and regularly updated.
- There is a preventive maintenance program for all equipment.
- There are written procedures for the regular calibration of equipment needing calibration.
- Equipment requiring calibration is maintained in accordance with current standards specified by the American National Standards Institute, other appropriate bodies, and/or the manufacturer.



For more information about healthy workplaces visit the CASLPA website at www.caslpa.ca/english/profession/healthy_healthcare_leadership_charter.asp