

LAC+USC MEDICAL CENTER SAFETY POLICY

		Page 1	Of 1
Subject: SAFETY POLICY MANUAL		Original Issue Date: 1993	Policy # SP 133
		Supersedes: March 2019	Effective Date: March 2022
Departments Consulted:	Reviewed & Approved by: (Signature on File) Safety Officer	Approved by: (Signature on File) Director, Facilities Management	

PURPOSE

To provide employee access to Medical Center safety policies and procedures.

POLICY

The LAC+USC Medical Center shall establish and maintain a Safety Policy Manual.

PROCEDURE

The LAC+USC Medical Center's Safety Officer is responsible for overseeing the development and maintenance of the Medical Center Safety Policy Manual.

The LAC+USC Medical Center Safety Policy Manual should include policies concerning Safety Management at the Healthcare Network facilities.

Each department should maintain its own Medical Center Safety Policy Manual for use as a reference, in-service, and working document. The department may have its Manual to be unit-specific by including departmental safety policies that are pertinent to the unique nature of the service.

The area manager/supervisor is responsible for updating the Manuals in their areas when new policies or procedures are available.

The Medical Center Safety Policy Manuals, including the electronic formats, shall be easily accessible and available to employees at all times.

REVIEW/REVISION DATE – 02/99, 11/03, 07/04, 11/07, 12/10, 03/13, 03/16, 03/19, 03/22