

LAC+USC MEDICAL CENTER SAFETY POLICY

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Subject: RISK ASSESSMENT		Original Issue Date: 1993	Policy # SP 130
		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 identify existing or potential hazards in the workplace, and determine the actions needed to control or eliminate the hazards.

POLICY

The LAC+USC Medical Center shall establish and implement a risk assessment and control program at each facility to identify and evaluate possible risks that may be potentially harmful to employees or patients.

PROCEDURE

Risk assessment and control program shall include but not be limited to the following:

- Conduct workplace safety inspections.
- Identify hazards that exist in the workplace.
- Steps taken to correct workplace hazards in a timely manner.
- Implement methods to prevent hazards or unsafe conditions from recurring.
- Ensure safe work practices are established and followed by employees.
- Employees are to immediately report to their supervisors the presence of potential hazardous conditions.
- To ensure that workplace equipment and personal protective equipment are maintained in safe and working condition.
- Routine preventive maintenance is conducted on personal protective equipment and workplace equipment.
- Written inspection reports shall be reviewed by management, Safety Officer, and/or the Safety Council/safety Committee.
- Overall safety inspection program results shall be reviewed for trends.

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- A tracking system shall be developed to monitor the progress of hazard correction.
- Annual proactive risk assessments of high-risk processes.

REFERENCE

- California Code of Regulation, Title 8, Section 3203
- The Joint Commission Standard, EC.02.01.01
- LAC+USC Healthcare Network Policy No. 302

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