

Three main areas of focus with regards to the day to day Health Safety and Wellbeing Management
The things that we can all do frequently to keep each other safe and well



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Protect

colleagues from harm by maintaining safe workplaces

We can do this by

1. Completing monthly inspections.
2. Undertaking observational safety programmes #watchoutforeachother.
3. Using the HSW topics to deliver toolbox talks or information about safety to colleagues.
4. Having conversations with colleagues working at home to confirm they have appropriate equipment to do their jobs safely at home.
5. Reporting all Accidents and near misses to identify where harm may or has occurred and take corrective and preventative action.
6. Maintaining good levels of housekeeping in our workplaces.

Prevent

harm through ensuring we maintain compliance to legislation and management standards

We can do this by

1. Maintaining all our HSW risk assessments ensuring they are suitable and sufficient
2. Maintaining our mandatory training in date and refreshing our competence before it goes out of date
3. Completing regular audits and identifying corrective and preventative action from the findings.
4. Completing all corrective and preventative actions identified as a result of inspections, Audits and incident reports.
5. Maintaining our policies and procedures are in line with legislative requirements
6. Partnership working with colleagues and Trade Unions.

Promote

improvements in personal health and wellbeing through Occupational health and wellbeing provision

We can do this by

1. Having wellbeing conversations with colleagues as part of all 1:1 discussions and between colleagues
2. Providing colleagues with the time to increase their own knowledge of how to keep well through the use of the information available within the organisation.
3. Providing reasonable workplace adjustments to all colleagues who need them.
4. Supporting colleagues with tailored workplace adjustments to recover from occupational injury or ill health.
5. Providing physiotherapy to all colleagues that meet the criteria.
6. Increasing understanding of psychosocial harm in the organisation

Longer term objectives that we should implement throughout the organisation as it changes and develops over the next five years.



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Improve wellbeing provision and engagement

Maintain compliance to legislation and management standards

Reduce physical and psychological harm

provide across its estate, safe work environments, accessible for all, that reduce sickness absence and protect colleagues from psychosocial risks.

ensure that all colleagues are provided with the equipment, the time, and the environments they need to work safely and free from risk of occupational ill health or injury, regardless of how and where they work for the organisation.

develop its safety and wellbeing culture to a point where safety and wellbeing are seen as values and are every employee's responsibility.

provide workplace adjustments to all those who need them after being injured at work or returning to work after an injury or recovering from a serious acute medical condition or living with a long-term chronic medical condition.

ensure that all colleagues can report all occupational injury and ill health to safety and wellbeing professionals for support and guidance in dealing with any safety or wellbeing challenge that they face.

provide appropriate training, supervision, information and time for colleagues to be able to maintain their own and their colleague's safety whilst in work and wellbeing whilst at work or at home.

implement a safety observational programme across the organisation to drive down physical and psychosocial harm events and incident rates and provides competence checks to support maintenance of mandatory training requirements and service delivery

provide tools to colleagues that improve resilience to anxiety and stress and the time and training to all colleagues to access these upon request.

understand that any changes made by the organisation must prioritise the impact of the change on colleagues' safety and wellbeing rather than focus just on the operational benefits. This is so we can create working practices and environments that are designed to keep colleagues safe from physical and psychological harm

Ensure that all HSW operational processes and procedures enable the organisation to maintain compliance to legal requirements and provide assurance to monitor the effectiveness of the requirements.