

Liberty Healthcare Corporation and Affiliates (Liberty) Standard Operating Policies

Title:	Conducting Safety Committee	Effective Date:	08/06/2015
Author:	Camille Tanner	Last Review Date:	06/22/2021
Location:	All Locations	Last Revision Date:	05/21/2018
Functional Area:	Human Resources/Risk Management		

POLICY

To provide a safe and healthy workplace, reduce workplace incidents and illness and provide adequate education and training for our employees.

PROCEDURE

1. A Safety Committee (hereinafter Committee) will be established with membership representing a cross section of the Liberty Healthcare Corporation programs.
2. The Committee will meet quarterly and be chaired by a corporate officer or their designee.
3. The Committee will look at each program to identify key areas for education and training regarding the prevention of work-related injuries.
4. The Committee will work with the implementation team of each new start up program to review any claims or experience data and identify key areas for education and training regarding the prevention of work-related injuries.
5. The Committee will review new work-related accidents or illnesses and accompanying accident investigations monthly.
6. The Committee will review the top ten outstanding monetary claims.
7. The Committee will work with any local and/or client Safety Committee already established at various Liberty programs to coordinate efforts and provide any needed assistance.
8. The Committee will assist Liberty programs with corrective action plans, when needed.

Approved By: _____

Revision History

Version	Date	Author	Summary of Changes
#1	08/06/2015	Camille Tanner	Policy Created
#2	06/22/2021	Camille Tanner	Reviewed, no changes