



ONA Provincial Health and Safety Teleconnect

Workplace Violence Prevention & Effective Workplace Safety Huddles

Date & Time: Tuesday, October 22, 2019, 16:30 to 18:00 EST (Eastern Standard Time).

Topic: Safety Huddles can be used for all types of hazards, including workplace violence. This teleconnect will focus on how to use the Effective Workplace Safety Huddle Communication Tool available on the Public Services Health and Safety Association website. The huddle tool can be used to identify hazards related to workplace violence, share information and help with implementation of control measures and procedures for prevention. Employers and supervisors need to have a means of providing information, including personal information, related to a risk of violence from a person with a history of violent behaviour if the worker can be expected to encounter that person in the course of their work, and the risk of workplace violence is likely to expose the worker to physical injury. Communicating the risk of workplace violence from a person with a history of violent behaviour is a requirement of the *Occupational Health and Safety Act*. You are very familiar with conducting shift reports to ensure information for the appropriate provision of care. You also need to be supported on each shift to identify hazards and be provided information to help you prevent workplace violence in order to protect yourselves and your co-workers.

ONA Joint Health and Safety Committee (JHSC) representatives and leaders are invited to learn more about the Safety Huddles from the ONA Health and Safety Specialist. This session will:

- Identify why Safety Huddles are needed to prevent and protect you from workplace violence.
- Provide you with a guideline/framework for the Safety Huddle process, focusing on worker safety related to violence, including information on Daily Huddles and Weekly Huddles.
- Assist you in understanding the employer's duty to communicate the risk of violence to all workers (clinical and non-clinical) during Safety Huddles to ensure all workers are made aware of relevant information for violence prevention and protection.
- How to use the Safety Huddle information to identify, eliminate/minimize the hazards and risks of workplace violence.
- Allow you to share information on existing best practices related to Safety Huddles from your Bargaining Units, including on opportunity to identify gaps and brainstorm solutions.

Audience: This teleconnect will be of particular interest to JHSC members, Bargaining Unit Presidents and Local Coordinators.

Format: The speaker will be ONA Health and Safety Specialist Stacey Papernick. The speaker will walk participants through the Effective Workplace Safety Huddle Communication Tool, how to use the tool, including the legal requirements of providing information related to the risk of violent behaviour, and how to use the tool to identify, eliminate/minimize the hazards and risks of workplace violence. There will be a facilitated interactive discussion with participants on existing best practices related to Safety Huddles.

We will brainstorm solutions to close gaps in existing Safety Huddle processes. This information will help Joint Health and Safety Representatives make recommendations at their JHSCs on the implementation of Safety Huddles or improvements to those processes. There will be an opportunity for participants to ask questions during the interactive discussion.

Registration: ONA members can register for the teleconnect by sending an email to RegisterHealthSafety@ona.org. Members will be required to provide their full name, ONA ID number and the name of their employer. Members should register using a personal email address or an ONA-sponsored email address, if they have one, as materials and dial-in information will not be sent to an employer-sponsored email account to ensure confidential information is secure. Once registered, members will receive a response that will include the teleconference number needed to call in and an access code.

When registering for the teleconference, members will also be able to pre-submit any questions they would like addressed during the presentation.

Materials: PowerPoint slides of the presentation and supporting documentation will be emailed to registrants prior to the teleconnect. The presentation and related materials will be posted on the ONA website at www.ona.org following the teleconference.

A recording of the session will be available to registrants for 48 hours after the session has ended. This recording will also be available online in the Executive Section of ONA's website approximately two weeks after the session. Front-line members can access a CD recording of this teleconnect via their Bargaining Unit President from the ONA library.