

CONTENT OF THE HANDBOOK

First, we need to understand just what is meant by “Health & Safety”, and then see how these principles apply to the Care Home environment. This approach makes up the structure and content of this Handbook which is set out on this and the following page. An “Introduction to Health & Safety” is covered in a preliminary section and following this the actual Health & Safety issues are summarised within a structure of 4 modules, or units, as Parts 1 to 4. Each of these Parts is then sub-divided into sections as may be appropriate to the topic concerned.

Starting at the beginning we shall look at what Health & Safety is all about, who is responsible for it within the Care Home, and what the law requires. This is the “Introduction to Health & Safety”, and is divided into three sections:

1. What is Health & Safety?
2. Who is responsible for Health & Safety?
3. Health & Safety and the Law

Following this, the 4 modules of Care Home Health & Safety are as follows:

Part 1 STAFF OCCUPATIONAL HEALTH:

- 1.1 Staff Health & Welfare
- 1.2 Work Patterns & Shifts
- 1.3 Uniforms & Protective Clothing
- 1.4 Smoking & Alcohol Policies
- 1.5 Handling Abuse, Harassment & Aggression
- 1.6 Stress at Work
- 1.7 Handling Hazardous Substances (C.O.S.H.H.)
- 1.8 Manual Handling Tasks
- 1.9 Computers & VDUs

Part 2 INFECTION CONTROL:

- 2.1 Infection Control Measures
- 2.2 Cleaning & Disposing of Waste
- 2.3 Pest Control
- 2.4 Pets
- 2.5 Food Hygiene Practices

Part 3 ENVIRONMENTAL SAFETY:

- 3.1 Fire Safety
- 3.2 Security & Visitors
- 3.3 Accidents & Injuries
- 3.4 First Aid
- 3.5 Drugs & Medicines