

HEALTH & SAFETY POLICY

THE IMPLEMENTATION PLAN

INTRODUCTION

Fundamentals:

The H&S POLICY requires that the following fundamentals be present in order to embed the policy and procedures into the standard operating function of Salisbury NHS Foundation Trust

- An endorsement of the Policy
- Consultation
- Dissemination of the Policy to all staff levels
- The definition of roles and responsibilities within the Trust
- A framework for supporting appropriate standards, procedures and guidelines
- Regular review of the Policy

Frequency of Review

The H&S Policy has been reviewed in line with changes and amendments to Trust procedures and NHS national standards. The frequency of review will be at 3 yearly intervals unless legislation changes.

IMPLEMENTATION PLAN

Task	Activity	Responsible	Start	End	Status
1	Members of the health and safety committee, occupational health advisers, consultant occupational health physician, health and safety representatives, operational managers and staff side reps	Health and Safety Manager	28 th Sep 2015	30 th Nov 2015	
2	Policy Approval	Health and Safety Committee	28 th Sep 2015		
3	Policy Ratification	Joint Board of Directors Operational Management Board	16 th Nov 2015 3 rd Nov 2015		
4	Uploaded to Policies Section of Intranet				
5	Notification to staff via Intranet Home Page Notice.				
6	Upload to Trust Website for publication				
7	Cascade Brief				
8	Inclusion in other audience targeted publication				
9	Other bespoke publication method				
10	Audit compliance	Health and Safety Committee	Annually		