

Annual Report on Health and Safety
Calendar Year 2015

Introduction:

Life Alliance is dedicated to maintaining a healthy, safe, and clean environment that supports quality services and minimizes risk to consumers, personnel, and other stakeholders. Our health and safety codes are designed to meet, and where possible, exceed all federal, state, and local regulations.

Policy and Procedure section 3000 outlines the Life Alliance Health and Safety Program, which includes training, drills, external and internal inspections, emergency action and evacuation procedures, communication protocols, restoration of services, and crisis response.

The Health and Safety Program is led by leadership via the Leadership Committee. Goals are set, tracked and evaluated by the committee for effectiveness and efficiency. Health and Safety incidents occurring inside a consumer's home are monitored via our Incident Reporting system through the Human Rights Committee.

Life Alliance staff members share Health and Safety responsibilities. The administrative team conducts drills and schedules external inspections. The Quality Assurance Director and the President/Owner complete The Americans with Disabilities Act Checklist for Readily Achievable Barrier Removal annually at each office. The Quality Assurance Director, with input from other involved staff, completes an annual analysis of the program.

Drills:

Life Alliance conducts drills on the following emergency procedures at least annually at each office: fire, bomb threat, workplace violence, natural disaster, and utility failure. Our goal, therefore, was 12 total drills and all drills were conducted and documented.

Internal Inspections:

Life Alliance conducted two internal health and safety inspections at each office, one of which utilized the ADA checklist. No significant issues were found however the Quality Assurance Director made two recommendations.

First, it was recommended that restroom sinks at each office should have lever faucets. Lever faucets were purchased for each office and installed at the North Wilkesboro location. The installation process at our Dobson location remains ongoing.

Second, language was added to policy and procedure stating that office staff would occasionally monitor handicapped parking spaces and report violations to the local authorities if necessary.

External Inspections:

Each Life Alliance office received multiple external inspections in 2015.

North Wilkesboro:

Wilkes County Building and Fire, July 10, 2015

CARF, August 3rd, 2015

Dobson:

Surry County Fire Marshall, April 30, 2015

CARF, August 3, 2015

Partners BHM, April 22, 2015

No violations were found during any inspection at either office.

Workplace Injuries:

There were no injuries reported by employees taking place at either Life Alliance office.

