



Healthscope

**OCCUPATIONAL HEALTH & SAFETY**  
**EQulP 4 STANDARDS**

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# EQuIP 4

## EQuIP 3 to EQuIP 4

Why update?

- Update every 4 years
- Standards remain current & continue to reflect best practice
- Strengthen current EQuIP 3 standards and criteria

**How have they done this?**

- Expanded some criteria or elements into new criteria
- Combined some criteria into 1 criterion



# EQUIP 4

## Focus of the review

- Increase emphasis on clinical care
- Increase focus on consumer participation and acceptability
- Respond to latest evidence
- **Reflect priorities around patient safety**
- Include ACSQHC, NICS strategies



# EQUIP 4

## What has not changed?

- The basic layout of the standards, criteria, elements and guidelines
- The ratings
- The intent to have standards that apply to all health services
- Need to identify both acceptable and best practice in the standards and criteria



# EQUIP 4

## What has changed?

### Three functions

- 13 standards
- 45 criteria
- Descriptors for EA and OA
- How to achieve EA and OA
- The self assessment EAT tool web based.



# EQUIP 4

## 5 functions to 3 functions

- Clinical – what clinicians are primarily responsible for
- Corporate – what leaders and managers of the organisation are primarily responsible for
- Support – what both groups do together



# EQUIP 4

| <b>1. CLINICAL</b>   | <b>2. SUPPORT</b>   | <b>3. CORPORATE</b>   |
|--|---|---|
| <p data-bbox="159 379 582 465"><b>1.1 CONTINUITY OF CARE</b></p> <p data-bbox="159 529 401 568"><b>1.2 ACCESS</b></p> <p data-bbox="159 632 649 671"><b>1.3 APPROPRIATENESS</b></p> <p data-bbox="159 735 576 773"><b>1.4 EFFECTIVENESS</b></p> <p data-bbox="159 838 396 876"><b>1.5 SAFETY</b></p> <p data-bbox="159 941 630 1079"><b>1.6 CONSUMER PARTICIPATION &amp; ACCEPTABILITY</b></p> | <p data-bbox="693 379 1197 518"><b>2.1 RISK MANAGEMENT &amp; QUALITY IMPROVEMENT</b></p> <p data-bbox="693 582 1001 721"><b>2.2 HUMAN RESOURCES MANAGEMENT</b></p> <p data-bbox="693 785 1134 923"><b>2.3 INFORMATION &amp; KNOWLEDGE MANAGEMENT</b></p> <p data-bbox="693 988 1052 1079"><b>2.4 POPULATION HEALTH</b></p> <p data-bbox="693 1143 997 1182"><b>2.5 RESEARCH</b></p> | <p data-bbox="1239 379 1639 465"><b>3.1 LEADERSHIP &amp; MANAGEMENT</b></p> <p data-bbox="1239 529 1696 619"><b>3.2 SAFE PRACTICE &amp; ENVIRONMENT</b></p> |



# EQUIP 4

## Clinical and corporate governance

- Clinical governance – responsibility for the delivery of clinical care is shared equally by clinicians and the governing body of the organisation
  - (2 left hand columns)
  
- Corporate governance – the ways in which an organisation operates at the discretion of a board and the chief executive, supported by senior management
  - (2 right hand columns)



# EQUIP 4

## New criteria – clinical

### Safety

- 1.5.1 Medication safety
- 1.5.3 Pressure ulcers
- 1.5.4 Falls
- 1.5.5 Management of blood and blood components
- 1.5.6 Correct patient, correct site, correct procedure



# EQUIP 4

## Criteria with substantial changes – corporate

- 3.1.5 Legislation no longer stands alone
- 3.2.1 OHS, manual handling, dangerous goods, radiation combined



# EQUIP 4

## OH&S CRITERIA

### Clinical

1.5.2 The infection control system supports safe practice and ensures a safe environment for consumers / patients and health care workers.

### Corporate

3.2.1 Safety management systems ensure safety and wellbeing for consumers / patients, staff, visitors and contractors.

3.2.2 Buildings, signage, plant, equipment, supplies, utilities and consumables are managed safely and used efficiently and effectively.

3.2.3 Waste and environmental management supports safe practice and a safe environment.

3.2.4 Emergency and disaster management supports safe practice and a safe environment.

3.2.5 Security management supports safe practice and a safe environment.



# EQUIP 4

## OH&S CRITERIA - Corporate

This standard should be read in conjunction with the criterion 2.1.2 on risk management

**3.2.1 Safety management systems ensure safety and wellbeing for consumers / patients, staff, visitors and contractors.**

### **THIS IS A MANDATORY CRITERIA**

Documented policies and procedures for safety management systems in accordance with relevant state and territory legislation and include

- Workplace health and safety
- Manual handling
- Radiation safety
- Management of dangerous goods and hazardous substances



# EQUIP 4

**3.2.2 Buildings, signage, plant, equipment, supplies, utilities and consumables are managed safely and used efficiently and effectively.**

**THIS IS A MANDATORY CRITERIA**

- Plant and equipment are installed and operated in accordance with manufacturers specifications.
- Plant logs exist in accordance with manufacturers specifications.



# EQUIP 4

- Purchase and supply procedures ensure that products are available or that appropriate alternatives are supplied.
- **Written policies and procedures for**
  - buildings /workplace
  - Plant
  - Equipment
  - Supplies
  - Utilities
  - Consumables workplace design



# EQUIP 4

- Clear external signage at appropriate locations.
- The organisation has identified disability and cultural signage needs
- Disability and access facilities meet legislative requirements (where they exist) and /or are based on recognised guidelines.



# EQUIP 4

## 3.2.3 Waste and environmental management

- **There is an organisational wide waste and environmental management policies.**
- **Waste management streams are identified and signage is displayed.**
- **Staff are instructed in and provided with information on their responsibilities in waste and environmental management.**
- **External service providers comply with any requirements for the handling, transport and disposal of waste.**

# EQUIP 4

## 3.2.4 Emergency and disaster management supports safe practice and a safe environment.

### THIS IS A MANDATORY CRITERIA

- There is an organisational-wide policy for emergency and disaster management and business continuity.
- Likely emergencies are identified and response and evacuation plans are proximately displayed.



# EQuIP 4

- Emergency practice drill / exercises including fire and evacuation are regularly conducted.
- External service providers comply with the organisations requirements for the prevention of emergencies.
- Staff are educated and trained at orientation and annually in fire and evacuation.
- There is documented evidence that an authorised external provider undertakes a full fire inspection of all premises at least once within each EQuIP cycle and in accordance with state and territory legislation.



# EQUIP 4

## **3.2.5 Security management supports safe practice and a safe environment**

- **There is an organisation wide security policy.**
- **Major security risks are identified.**
- **Staff are educated and provided with information in relation to security risks and responsibilities.**
- **External service providers are supplied with relevant information and comply with the organisations security controls.**

# EQUIP 4

## 14 MANDATORY CRITERIA

Must achieve at least MA rating

- The assessment system
- Care planned and delivered in partnership with patient / carer
- Consent process
- Care evaluated
- Discharge process
- Health records accurate, comprehensive used in care delivery
- Infection control system
- Quality improvement system
- Risk management policy and process
- Incidents and complaints process and actions
- Credentialling process and scope of practice
- Corporate and clinical policies
- Safety management systems
- Emergency & disaster management



# EQUIP 4

## RATING SYSTEM

**LA – Little Achievement:** awareness of requirements

**SA – Some Achievement:** implementation of systems

**EA – Excellence**  
(instead of Benchmarking)

**OA – Leadership** (instead of Leader)



# EQuIP 4

Extensive Achievement

- Benchmarking  
and/or
- Research (related to criterion)  
and/or
- Exceptional outcomes  
and/or
- Advanced implementation



# EQUIP 4

Outstanding achievement

- One page summary for surveyors stating why they believe they are outstanding
- This function will be available in EAT
- Each hospital should do this for at least one criterion



# Questions?



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