

DEARNESS HOME POLICIES AND PROCEDURES

MANUAL: Emergency Management Plan	INDEX NO: EMP01-017		
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SUBJECT: Hazard Identification and Risk Assessment (HIRA)	Implemented M / D / Y 07 01 22	Reviewed M / D / Y	Revised M / D / Y
APPROVED BY:			
DOCUMENT APPLIES TO: All Staff			
<i>A printed copy of this document may not reflect the current policy. Refer to the electronic version located in the Emergency Management Plan in Surge Learning</i>			

PURPOSE

Hazard Identification and Risk Assessments (HIRAs) ensure that hazards and risks that may give rise to an emergency impacting the LTCH are identified and assessed, whether the hazards and risks arise within the home or in the surrounding vicinity or community.

DESCRIPTION

A Hazard Identification and Risk Assessment (HIRA) is a tool that assists Managers through the analysis of which hazards pose the greatest level of risk in terms of how likely they are to occur and how great their potential negative impact on the LTCH may be. The goal of the HIRA is to address the following questions:

1. What hazards could impact my LTCH or surrounding area?
2. How frequently do they occur?
3. How severe can their impact be on residents, infrastructure, property, the environment, and staff?
4. Which hazards pose the greatest level of threat?

DOCUMENTATION

The HIRA template and instructions are located in Appendix 'H' - Hazard Identification and Risk Assessments.

All completed HIRAs will be stored on site in the Administrator's Testing of Emergency Plans binder and centrally on the Seniors Services database.

REVIEW

All LTCH HIRAs will be reviewed annually or more frequently as required. New or evolving hazards identified as posing a risk to the LTCH will also be assessed by this method.

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