


Health Authority – Abu Dhabi		هيئة الصحة - أبوظبي
<b>Title:</b> HAAD Policy on Occupational and Environmental Health and Safety Management in Healthcare Facilities		<b>Reference:</b> HAAD/FACL/OEHSMS/0.9 <b>Issue Date:</b> March 2010

## 1 Purpose

- 1.1 This Policy requires Licensed Healthcare Providers to have in place appropriate systems for the management of occupational and environmental health and safety risks.

## 2 Background

- 2.1 The healthcare environment may be a source of disease, injury or contamination to patients, visitors, staff and the wider community. It is important that the risks associated with that environment are actively managed so as to minimise the incidence of harm.
- 2.2 Licensed Healthcare Providers should therefore have in place, at each of their Facilities, appropriate systems to protect the safety, health and well-being of their patients, visitors and staff, as well as the community in which the Facility is located.

## The Duties on Licensed Healthcare Providers

### 3 The Duty to Develop an OEHS Management System

- 3.1 Each Licensed Healthcare Provider must develop an occupational and environmental health and safety management system (**OEHSMS**) in relation to one or more of its Facilities where it is issued with a direction by HAAD requiring it to do so.
- 3.2 The duty to develop an OEHSMS incorporates a duty to set out in writing the details of the management system in an internal policy (the **OEHSMS Policy**) with supporting documents (the OEHS Management System).

### 4 The Duty to Implement an OEHS Management System

- 4.1 Each Licensed Healthcare Provider which has been directed by HAAD to develop an OEHSMS must submit to HAAD for approval:
- 4.1.1 an OEHSMS Policy and supporting documents setting out the details of that system; and
- 4.1.2 signed declaration stating the facility's compliance with this HAAD OEHSMS policy and its related standards.

4.2 Where HAAD approves the OEHS Management System, the Licensed Healthcare Provider must take all of the necessary steps to implement the system as described in the documents submitted.

4.3 Each Licensed Healthcare Provider must report OEHS incidents, data, statistics, audits, as well as OEHS progress and performance to HAAD as per the HAAD monitoring and reporting standards.

## **5 The Time for Development and Implementation**

5.1 Each Licensed Healthcare Provider which has been directed by HAAD to develop an OEHSMS must ensure that, by no later than two years of the date of the direction –

5.1.1 the system has been developed,

5.1.2 the OEHSMS has received the approval of HAAD, and

5.1.3 the Healthcare Provider has taken all necessary steps to implement the system as set out in the OEHSMS documentation.

## **6 The Continuing Duty to Give Effect to the System**

6.1 Once it has implemented an OEHSMS, a Licensed Healthcare Provider must continue to give effect to the system as set out in the OEHSMS documentation approved by HAAD.

6.2 A Licensed Healthcare Provider may not make any change to its OEHSMS unless it has submitted to HAAD a revised version of the OEHSMS documentation reflecting the change and has received the approval of HAAD for that revision.

6.3 On receiving the approval of HAAD to a revision of its OEHSMS documentation, a Licensed Healthcare Provider must take all necessary steps to implement the changes in accordance with the revised OEHSMS documents and must then continue to give effect to the OEHSMS in its changed form.

## **7 Audit**

7.1 Once it has implemented an OEHSMS, a Licensed Healthcare Provider must

7.1.1 actively audit the operation of the system to ensure that it is in compliance with the OEHSMS Policy and supporting documentation, and

7.1.2 ensure that it is subject to external audit by a competent and qualified organisation at least once each year and submit annual third party audit reports to HAAD.

## **The Direction by HAAD**

### **8 The Direction**

8.1 HAAD may issue a direction which requires an OEHSMS to be developed –

- 8.1.1 by an individual Licensed Healthcare Provider or in relation to an individual Facility,
- 8.1.2 by any class of Licensed Healthcare Provider or in relation to any class of Facility specified in the direction.
- 8.2 HAAD may issue a direction which includes provisions that exempt a Licensed Healthcare Provider from the duty to comply with defined elements of an OEHSMS at any one or more of its Facilities.
- 8.3 HAAD may issue directions which have effect in relation to different Licensed Healthcare Providers or Facilities, or different classes of Licensed Healthcare Provider or Facility, at different times.

## **The OEHSMS**

### **9 Scope of the System**

- 9.1 An OEHSMS must –
  - 9.1.1 be designed to minimise the risks associated with the healthcare environment at the Facility to which it relates,
  - 9.1.2 be designed to protect the patients, visitors and staff of the Facility, and the wider community in which the Facility is located, from any incidence of harm arising from the activities at the Facility,
  - 9.1.3 integrate all of the occupational and environmental health and safety management components at the Facility into one coherent system,
  - 9.1.4 be proportionate to the needs and size of the Facility, to the and range of healthcare services provided there, and to the risks associated with those activities,
  - 9.1.5 be consistent with all laws of the United Arab Emirates and of the Emirate of Abu Dhabi, and
  - 9.1.6 be consistent with all relevant Standards issued by HAAD.

### **10 Content of the System**

- 10.1 An OEHSMS must, except where a Licensed Healthcare Provider is exempt from one or more requirement under a direction issued by HAAD, comprise at least the following elements –
  - 10.1.1 OEHSMS administration and mechanisms,
  - 10.1.2 roles and responsibilities,
  - 10.1.3 self-regulation,
  - 10.1.4 management of contractors,

- 10.1.5 risk management,
  - 10.1.6 emergency management (including fire safety),
  - 10.1.7 environmental, health and safety impact assessments,
  - 10.1.8 audit and inspection,
  - 10.1.9 monitoring and reporting,
  - 10.1.10 occupational health and safety,
  - 10.1.11 patient safety and infection prevention and control,
  - 10.1.12 ambient, indoor and occupational air quality,
  - 10.1.13 smoke-free environments,
  - 10.1.14 water quality,
  - 10.1.15 land management,
  - 10.1.16 noise management,
  - 10.1.17 hazardous material management,
  - 10.1.18 waste management,
  - 10.1.19 utility and equipment management, and
  - 10.1.20 building and engineering requirements.
- 10.2 HAAD may, at its sole discretion, recognise the accreditation of the OEHSMS of a facility according to both of the following standards, subject to the accreditation being consistent with the provisions of this HAAD policy: –
- 10.2.1 the Environmental Management System (ISO 14001), and
  - 10.2.2 the Occupational Health and Safety Management System (e.g. BS OSHAS 18001).

## **11 Enforcement and sanctions**

HAAD may impose sanctions in relation to any breach of this Policy, including suspending or revoking a licence in accordance with [the HAAD Policy on Enforcement and Sanctions]. Decisions on suspending and/or revoking of licences will be determined by considering the circumstances of the case and consistent with the terms and procedures of the HAAD Licensing Committee and in accordance with the measures under the law.