	DEPARTMENT OF CORRECTIONS AND REHABILITATION CORRECTIONS ADMINISTRATION POLICY AND PROCEDURES	EFFECTIVE DATE: January 01, 2024	POLICY NO.: COR.10.B.09
		SUPERSEDES (Policy No. & Date): COR.10.1B.03 (01/07/09)	
	SUBJECT: STAFF SAFETY		Page 1 of 3

1.0 PURPOSE

The purpose of this policy is to ensure that facility staff implement measures to ensure a safe environment.

2.0 SCOPE

This policy and procedure shall apply to all correctional facilities, their assigned personnel, and contract staff.

3.0 REFERENCES, DEFINITIONS & FORMS

.1 References

- a. 29 CFR 1910.1030, Bloodborne pathogens.
- b. Department of Corrections and Rehabilitation, Policy and Procedures, ADM.07.01, Bloodborne Pathogens Exposure Control Plan.
- c. Department of Corrections and Rehabilitation, Policy and Procedures, ADM.07.02, Employee Safety and Accident Prevention.
- d. Department of Corrections and Rehabilitation, Policy and Procedures, COR.07.01, Facility Inspections.
- e. Department of Corrections and Rehabilitation, Policy and Procedures, COR.07.10, Environmental Health and Safety.
- f. Department of Corrections and Rehabilitation, Policy and Procedures, COR.08.27, Tool/Equipment Control.
- g. Hawaii Administrative Rules, Title 12, Subtitle 8, Part 2, Chapter 60, General Safety and Health Requirements.
- h. Hawaii Revised Statutes (HRS) §396, Hawaii Occupational Safety and Health Law.
- i. Standards for Health Services in Prisons. National Commission on Correctional Health Care, (2018).

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- j. Standards for Health Services in Jails. National Commission on Correctional Health Care, (2018).
- k. Standards for Mental Health Services in Correctional Facilities. National Commission on Correctional Health Care, (2015).

.2 Definitions

- a. **Responsible Health Authority:** The Clinical Services Administrator is the designated individual tasked with ensuring the organization and delivery of all medical and clinical services care in the facility.
- b. **Responsible Mental Health Authority:** The Mental Health Administrator is the designated individual tasked with ensuring the organization and delivery of all mental health services in the facility.
- c. **Staff Safety:** The health and well-being of staff who work in the facility.

4.0 POLICY

- .1 Correctional leadership and administrative practices support and promote a working environment where health care staff feel safe to perform their work within the facility.
- .2 Facility staff shall implement measures to ensure a safe working environment.
- .3 Health care staff shall be vigilant for personal safety and security issues and aware of actions that may compromise the safety of themselves, other staff, and the facility.

5.0 PROCEDURES


- .1 The Facility Warden, the Responsible Health Authority, and the Responsible Mental Health Authority shall make available methods of communication (e.g., radio, panic button, voice proximity), between health care staff and custody staff.
- .2 The Facility Warden or designee shall ensure that security staff are present during health care encounters with incarcerated individuals (e.g., medication pass, sick-call, medical or mental health treatment, provider clinic).

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- .3 The Facility Warden or designee shall ensure security staff are readily available to health care staff when a safety concern arises or when requested by health care staff due to safety concerns.
- .4 On each shift where health care staff are present, health care staff shall maintain inventories on items subject to abuse (e.g., needles, scissors, other sharp instruments), and immediately report inventory discrepancies to custody staff in accordance with COR.08.27 (Tool/Equipment Control).
- .5 The Responsible Health Authority and the Responsible Mental Health Authority, or their designee, shall ensure the availability of contemporary equipment (e.g., personal protective equipment, needle safety devices such as self-sheathing needles or needleless systems), for use by health care staff during the course of their duties.

APPROVAL RECOMMENDED:



Deputy Director for Corrections JAN 01 2024
Date

APPROVED:



DIRECTOR JAN 01 2024
Date

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