

# GENERAL MEDICAL 8.0

## Emergency Preparedness -- 8.4

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### Safety in the Workplace -- 8.4.c

**Date Issued:** December 29, 1999

**Date Last  
Revised:**

**Signature:**

**By:** Cathy R. Taylor, DrPH, MSN, RN  
Assistant Commissioner  
Bureau of Health Services

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#### **POLICY**

All appropriate public health staff must be prepared to respond to violence, threats of violence, harassment, and other disruptive behavior. Model safety protocols for responding to violence in the workplace have been developed to assist Regional and Local Health Departments in proper response.

#### **APPLICABILITY**

This policy applies to Local Health Department and Regional Office personnel.

#### **PURPOSE**

To prepare public health staff to maintain an acceptable level of preparedness to respond to those who pose a hazard to themselves or others.

#### **PROCEDURE**

Regional Directors are responsible for ensuring that all Local Health Department and Regional Office staff are informed of procedures and trained to manage workplace violence, threats and other disruptive behavior at the site.

Each site shall establish written plans indicating measures to be taken to maintain patient, public and staff safety from those who present a hazard to themselves or others.

There must be protocols for notifying response staff of a crisis and the need for immediate assistance. Police, emergency room, and mobile crisis team numbers are to be readily available.

A simulated drill for responding to violence in the workplace will be conducted every two years.

**OFFICE OF PRIMARY RESPONSIBILITY**

Office of the Medical Director, Bureau of Health Services, (615)741-7305

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