

Progress Report

CLIENT - SAFETY PLAN – 2019/20

Issue to Address	Goal	Indicators of Success	Target Date	Done
No access to sinks for handwashing in DEC or GAIN space Identified by: staff at team meetings	Obtain landlord permission and funding to install sinks in both the DEC and GAIN areas on the 2 nd Floor	<ul style="list-style-type: none"> Two sinks installed 	March 31, 2020	DONE
Space dividers at Cobourg Outreach sites not always stable Identified by: incident reports	Replace old dividers with new ones	<ul style="list-style-type: none"> Possible new dividers researched and budget prepared Approval received for expenditure for three new dividers in place Old dividers sold and removed 	October 2019	DONE

<p>Introduction of a new process – Social Prescribing</p> <p>Identified by: Social Rx committee</p>	<p>Conduct a Prospective Analysis on this new process for connecting individuals to meaningful activities</p>	<ul style="list-style-type: none"> • Prospective Analysis Completed • Mitigation strategies in place re potential identified risks 	<p>June 2020</p>	<p>Deferred due to COVID-19 and Social Prescribing put on hold</p>
<p>Staff worries about incident reporting</p> <p>Identified by: Client Safety Instrument Results</p>	<p>Staff have a better understanding of the Just Culture Policy/Process</p>	<ul style="list-style-type: none"> • Teams have discussed Just Culture Process (meeting minutes) • Staff feedback has been received regarding barriers to filling out incident forms 	<p>April 2020</p>	<p>Ongoing</p>
<p>Dangerous parking lot traffic concerns</p> <p>Identified by Client comments and Staff Survey (safety of environment)</p>	<p>Reduced observations of incidents re: poor driving (i.e. speeding, two way traffic in one-way areas)</p>	<ul style="list-style-type: none"> • Landlord has improved safety features around the building and in parking lot e.g. clearer signage, visible directional notices, better lighting, speed bumps 	<p>April 2020</p>	<p>Lighting installed, sign posts increased. Continuing to advocate for speed bumps</p>

<p>Identify a potential safety risks associated with OHT-N Colborne Hub</p> <p>Identified by Management Team</p>	<p>Conduct a risk assessment in relation to providing services at new outreach site</p>	<p>Risk Assessment completed</p> <p>Mitigating strategies identified</p>	<p>June 2020</p>	<p>Deferred to 2021/22 Plan due to COVID-19 delay in opening of hub</p>
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