

# **GUIDELINES ON HEALTH AND SAFETY ISSUES**

## **FOR CLINICAL SUPERVISORS**

Responsibility for health and safety at work is shared by the employer, the Trust accepting the trainee on placement, and trainees themselves.

These guidelines outline the responsibilities of clinical supervisors in relation to the health and safety of trainees undertaking placements with them.

1. To ensure that the trainee's working environment fulfils good 'housekeeping' standards.
2. To ensure that the trainee is aware of all local procedures regarding fire drill and precautions, reporting accidents and hazards, first aid, and local policies relating to health, safety and welfare.
3. To identify any specific risks to health and safety associated with the settings, clients, or tasks with which the trainee will be involved, and to check whether the trainee has had appropriate information or training to deal with these situations.

Particular situations may include risks of infection, risks of violence, lifting. (All trainees will have been given the opportunity to receive a course of vaccination against Hepatitis B.)

4. Where the trainee lacks the necessary training/preparation/information for an identified risk, the supervisor should arrange for the trainee to attend the appropriate health and safety induction/training provided for staff working in that unit (High Secure forensic settings often require additional mandatory training to support safe staff working) Where this does not coincide with the start of the placement, the supervisor should either include the necessary advice or training as part of supervision, or ensure that the trainee is not exposed to the particular risks before attending the relevant induction programme.

No policy can eliminate all risks, and trainees have a responsibility to take reasonable care to avoid injury to themselves and others. The basic requirement is that the supervisor takes reasonable care to ensure the health, safety and welfare of the trainee.

It is important that prior to the start of clinical work on placement that supervisor and trainee go through the Health and Safety Induction Section of the ACC and for supervisors to 'flag up' specific safety issues associated with their placement, for example:

- Policies for home visits.
- Policies for working outside of usual office hours.
- Management of hot drinks in the proximity of children/vulnerable adults
- How to deal with the possibility of children running out of the building.
- What to do if a child refuses to comply with a request.
- What to do if a person with a physical disability needs help to go to the toilet.
- How to deal with potential violence at work.
- How to deal with security issues.
- Policies on sexual harassment.