

Violence Prevention & Mitigation Plan Procedure for Supervisor or Manager



EMERGENCY RESPONSE

Secure area and provide emergency response

REPORTING & RESPONSE

Confirm Incident Report Form submitted

Review and complete Incident Report Form

If the violent incident **caused or has the potential to cause death of a worker, or requires worker to be hospitalized for 72 hours or more, contact:**

- LRWS – OHS Division;
- OHC Co-Chairs; and
- Q&S Department

Follow standardized review, follow-up and investigation process

REPAIR

Recommend physician consult and Provide list of Resources and Supports

Arrange for Critical Incident Stress Management (CISM) Support

Perform Risk Assessment and implement controls and training

- Refer to established former RHA safety reporting and response process
- Search the [Document Finder](#) to find former RHA policies and procedures

- Documentation should include cause of incident, immediate corrective actions taken to restore safety, and potential long-term recommendations.
- Refer to established former RHA safety reporting and response process for information on sharing the Incident Report with other departments.

Resources:

- Government of Saskatchewan. [Report Serious Injuries, Fatalities, and Dangerous Occurrences](#)
- Names of OHC members are posted on your site OHC Bulletin Board.

- Refer to established former RHA safety reporting and response process

Resources:

- Employee and Family Assistance Program www.workhealthlife.com or 1-844-336-3134
- [First Nations and Métis Health Services](#)
- [Physician Health Program](#)
- [Critical Incident Stress Management \(CISM\)](#)
 - Complete CISM Request Form in My Connection
 - Call CISM – Staff Services Inquiry Centre at 1-833-766-4390 (07:00 to 17:00 hours)
 - Call On Call CISM Team Member at 1-306-540-6486 (for urgent requests and after hours)