|  |  |
| --- | --- |
| 1. Violence Policy and Prevention Plan
 |  |
| 1. Emergency Response Process within the facility and external
2. Including documents to validate training
 |  |
| 1. 5 years of statistics, time loss, no time loss & near miss (WCB)
 |  |
| 1. One year incident report forms pertaining to violent incidents, department, security and

 police reports / other |   |
| 1. Union grievances
 |  |
| 1. Risk/Hazard assessments which have been completed for the facility, work area, worker and patient. This would include any patient flagging process being utilized
 |  |
| 1. 2 year of Occupational Health & Safety minutes where violence was discussed
 |  |
| 1. Violence training program and training records, supervisors/manages and worker training records
 |  |
| 1. Completed worker surveys and analysis
 |  |
| 1. Organizational chart
 |  |