

Licensing Investigations

Health and Safety Plans

➤ **What is a Health and Safety Plan?**

A Health and Safety plan is a plan written by you (licensee/operator) that explains or describes the actions that have been, or will be taken, to prevent the person(s) in care from being exposed to the same or similar alleged event, while an investigation is being conducted.

➤ **Why do I have to submit a Health and Safety Plan?**

A concern (allegation) regarding the safety of persons in your care has been received by Licensing and is being investigated. A plan is needed to demonstrate that persons in your care will be safe throughout the investigation.

➤ **What authority does Licensing have to ask for this plan?**

Licensing staff have the authority to request a Health and Safety plan in Section 12(2) of the *Child Care Licensing Regulation*, and the *Residential Care Regulation*. This regulation states that; a licensee, who is being investigated, must provide a plan to ensure health and safety during the investigation.

Health and Safety Plan Checklist

A Health and Safety Plan must:

- Clearly explain the actions you have or will be taking to protect persons in care.
- Be submitted to Licensing for review and acceptance (an acceptance letter will be sent to you).
- Be monitored by you to ensure that the plan continues to address the potential risk.
- Remain in place until Licensing advises you that it can be removed.
- Only be modified if the changes are discussed and accepted by Licensing.

Although licensing staff cannot direct you (licensee/operator) as to what specific actions are needed in a plan, they may be able to provide some examples for you to consider.

For further information on licensing investigations, visit the Fraser Health website at www.fraserhealth.ca/ccf