

H.7 Environment of Care Policy

Scope:	RECOVERY TECHNOLOGY Employees, Clients and Stakeholders
Issued by:	The CEO
Approved by:	QI Steering Committee Leadership Team

I. POLICY:

- A. It is the policy of RECOVERY TECHNOLOGY LLC that all RECOVERY TECHNOLOGY LLC buildings, grounds, and furnishings are maintained in a safe, accessible, and effective manner for clients, staff, contract workers, and other stakeholders of the organization to assure the highest quality service delivery and positive outcomes for clients.

II. PROCEDURE:

- A. To assure a safe and effective environment of care, RECOVERY TECHNOLOGY LLC maintains the following annual plans:
 - a. Accessibility Plan
 - b. Health and Safety Plan
- B. Clients and other guests will be escorted by a staff member while in RECOVERY TECHNOLOGY LLC's office space to ensure their safety and provide guidance to appropriate service delivery areas.
- C. RECOVERY TECHNOLOGY LLC's designated Safety Officer is the Chief Executive Officer.
- D. On a monthly basis RECOVERY TECHNOLOGY LLC's Health and Safety Officer/CEO designee conducts a safety inspection of the facility.
 - a. Safety inspection results are documented by the Safety Officer/CEO designee and recommendations for improvement are acted upon by the Quality Improvement Team.
 - b. Safety inspection reports include each of the following elements:
 - i. Specific items and/or portions of the facility inspected.
 - ii. Date of the inspection.
 - iii. Identification of areas when an opportunity for improvement has been identified.
- E. On an annual basis, the Quality Improvement Team completes an annual review of improvement activities, including:
 - a. Areas for improvement identified through external and self-inspections
 - b. Areas addressed during the year.
 - c. The results of the improvement activities.

III. **MONITORING AND REVIEW:**

The Quality Improvement Team and Leadership Team review this policy annually.

_____ CEO

_____ Owner/Member

6/28/2022 Approved