1. Statement

Queensland Health is committed to ensuring and improving the health, safety and wellbeing of its workers and others, that is, our people.

Our people matter. The health, safety and wellbeing of our people is vital to secure Queensland Health’s My health, Queensland’s future: advancing health, 2026 (My health) vision for Queensland’s future that will see Queenslanders recognised as among the healthiest people in the world. Without its healthy, safe and well people, Queensland Health cannot achieve this vision.

My health sets out four common objectives that can be applied to deliver improvement in health, safety and wellbeing outcomes for our people through the following means:

Promoting wellbeing with leadership and accountability - Our people’s health, safety and wellbeing will be improved whilst we work to improve that of Queenslanders. To achieve this objective, we must nurture our workplace cultures. We each must make a concerted effort to model positive health choices and demonstrate visible health, safety and wellbeing leadership.

Delivering health, safety and wellbeing through building capability - Healthcare is our core business. Our people comprise a diverse array of health experts, capable of greatness. We will nurture our people’s capabilities to ensure their expertise is applied to drive sustained improvements in health, safety and wellbeing. We will do this while we continue to provide safe healthcare to our patients.

Connecting business partners to create value - Whilst we work to remove the barriers that impede the health of Queenslanders, we will collaborate to enable health, safety and wellbeing performance improvement for our people.

Pursuing innovation using risk management - In our pursuit of innovation we will apply an evidence based approach to health, safety and wellbeing risk management. We will design systems, programs and work that prevents harm, promotes wellbeing and improves return to work outcomes.

Together we will continue to provide our people with well designed, healthy and safe work, workplaces and the positive workplace culture we need in order to maintain Queensland Health as a great place to work.

Refer to Attachment 1: Health, safety and wellbeing policy statement.

2. Purpose

This HR policy is part of the health, safety and wellbeing management system. Its function is to support efforts to continually improve outcomes for health, safety and wellbeing to prevent harm, promote wellbeing and improve return to work outcomes.

3. Scope

This HR policy applies to persons engaged as workers, working in and for the Department of Health divisions and agencies (excluding our people engaged by Queensland Ambulance Service), and in non-prescribed Hospital and Health Services (HHS).

The policy has application to all nurses and midwives engaged under the Nurses and Midwives (Queensland Health and Department of Education) Certified Agreement (EB10) 2018 whether employed in the department, a non-prescribed or prescribed HHS.
4. Principles

Each of our people can contribute to achieving the My health vision by demonstrating visible health, safety and wellbeing leadership and by adhering to the five principles set out in My health.

These principles guide decision making and set out how partners work together to deliver improvement to health, safety and wellbeing. In the context of health, safety and wellbeing, the principles are applied as follows:

**Sustainability** - we must use available resources efficiently and effectively. To do so requires careful planning to ensure our people are protected from the risk of harm both now and into the future. Health, safety and wellbeing sustainability requires compliance with legal and other requirements and driving ongoing improvement through measurement and accountability.

**Excellence** - where needed, we will build our capability to deliver continually improving health, safety and wellbeing outcomes and we will manage our health, safety and wellbeing with the same diligence with which we deliver services. We will utilise systems, evidence based programs and work practices to prevent harm, promote wellbeing and improve return to work outcomes.

**Inclusion** - we are a diverse group of people. We plan to maximise the benefit our differences can bring and also apply our knowledge of potential differences to achieve inclusive outcomes for our teams and colleagues.

**Compassion** - we have a moral obligation to our people. The choices we make must not impair others’ self worth or dignity.

**Empowerment** - we will be guided by the knowledge that our consumers are reliant on the health, safety and wellbeing of our people. Our healthcare system is strong when we are well.

5. Requirements

Each person is required to demonstrate visible health, safety and wellbeing leadership and adhere to the five principles set out herein. In addition, the Executive officer of the accountability area is responsible for the application of this HR policy.

6. Legislation

- Anti-Discrimination Act 1991
- Building Act 1975
- Building Fire Safety Regulation 2008
- Disability Safety Act 2006
- Electrical Safety Act 2002
- Electrical Safety Regulation 2013
- Fire and Emergency Services Act 1990
- Hospital and Health Boards Act 2011
- Hospital and Health Boards Regulation 2012
- Public Health Act 2005
- Public Service Act 2008
- Taxation Administration Act 1953
- Work Health and Safety Act 2011
- Work Health and Safety Regulation 2011
- Workers’ Compensation and Rehabilitation Act 2003
- Workers’ Compensation and Rehabilitation Regulation 2014

7. Supporting documents

- QH-IMP-401-1:2018 Health, safety and wellbeing planning standard
- QH-IMP-401-2:2018 Health, safety and wellbeing governance, consultation and capability standard
- QH-IMP-401-3:2018 Health, safety and wellbeing risk management standard
Definitions

<table>
<thead>
<tr>
<th>Term</th>
<th>Definition</th>
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<tr>
<td>Accountability area</td>
<td>Department of Health divisions and agencies and each HHS.</td>
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<tr>
<td>Executive officer</td>
<td>The Director-General, HHS Board members, Health Service Chief Executives and the most senior person of each accountability area including the Deputy Director-General and Chief Executive Officers.</td>
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<tr>
<td>Others</td>
<td>Other persons as referenced in the <em>Work Health and Safety Act 2011</em>. Any person who is not a worker whose health and safety may be impacted or whose acts or omissions could adversely affect the health and safety of other persons.</td>
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| Workers            | As per the *Work Health and Safety Act 2011* s 7: For matters relating to work health and safety: A person is a worker if the person carries out work in any capacity for the person conducting a business or undertaking (e.g. the department, agency or HHS), including work as:  
• an employee  
• a contractor or subcontractor  
• an employee of a contractor or subcontractor  
• an employee of a labour hire company who has been assigned to work in the person’s business or undertaking  
• an outworker  
• an apprentice or trainee  
• a student gaining work experience  
• a volunteer  
• a person of a prescribed class.  
As per the *Workers’ Compensation and Rehabilitation Act 2003* s 11(1) (as amended 2013): A person who works under a contract with Queensland Health, and in relation to the work, is an employee for the purpose of assessment for PAYG withholding under the *Taxation Administration Act 1953*; who has sustained a work related personal injury or illness. (The above definition is utilised by WorkCover Queensland when determining liability/eligibility for workers’ compensation entitlements). |

Version Control

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<td>1 July 2014</td>
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Health, safety and wellbeing policy statement

The health, safety and wellbeing of our people, is fundamental to delivering quality healthcare services to the people of Queensland.

We achieve the health, safety and wellbeing of our people by using the following common principles to guide our attitudes and decisions:

- **Sustainability** – we must use available resources efficiently and effectively. To do so requires careful planning to ensure our people are protected from the risk of harm both now and into the future. Health, safety and wellbeing sustainability requires compliance with legal and other requirements and driving ongoing improvement through measurement and accountability.

- **Excellence** – where needed, we will build our capability to deliver continually improving health, safety and wellbeing outcomes and we will manage our health, safety and wellbeing with the same diligence with which we deliver services. We will utilise systems, evidence based programs and work practices to prevent harm, promote wellbeing and improve return to work outcomes.

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- **Empowerment** – we will be guided by the knowledge that our consumers are reliant on the health, safety and wellbeing of our people. Our healthcare system is strong when we are well.

Together we will continue to deliver, safe, secure and supportive workplaces.

[Signed]

Michael Walsh
Director-General
Department of Health
Version 6 – 15 September 2018

Human Resources Branch

Our people matter
The Department of Health Health, Safety and Wellbeing Management System is mandatory to the Department of Health, its agencies and non-prescribed Hospital and Health Services. It is not mandatory to prescribed Hospital and Health Services or the Queensland Ambulance Service.
Attachment 3: Factors impacting the health, safety and wellbeing management system

- Be Healthy, Be Safe, Be Well, Public Service Commission program, endorsed by Michael Walsh, Director-General, Queensland Health, Nov 2016
- ISO 45001, Occupational health and safety management systems, requirements with guidance for use
- My health, Queensland’s future: Advancing health 2026, Queensland’s Health
- Australian Work Health and Safety Strategy 2012-2022, SafeWork Australia
- Health Care and Social Assistance Strategy 2018–2022, WorkSafe Queensland
- Various changes to health, safety and workers compensation legislation