


PRACTICE PREMISES ARE SAFELY ACCESSIBLE AND IDENTIFIABLE

Purpose	The policy will ensure that all members of the team have an understanding of their responsibilities to maintain the facility to a high standard.
Scope	The policy applies to all members of the Team.
Policy	<p>The team will consider the internal and external practice environment on a regular basis to ensure that the facilities protect the patients and the staff.</p> <p>The practice is at all times safely accessible and clearly identifiable. Externally this requires signage to be clear, visible, well placed and able to be read at a distance.</p> <p>The practice will consider patients with compromised mobility either temporary or permanent, those who have impaired vision or other disability that may require extra support to access the practice. This will require the practice to consider ramps, lifts, railings or other relevant equipment.</p> <p>The practice will consider external lighting is available to ensure safe access in the winter months for both staff working in the practice and patients attending the practice.</p> <p>The Practice Manager will enable the practice to have designated parking close to the practice entrance for patients with mobility difficulties.</p> <p>The practice will undertake a walk around the environment at predetermined intervals to check for hazards that are likely to impede on the safety of staff and/or patients.</p> <p>The practice has modified seating that addresses the special needs of patients who have mobility difficulties.</p> <p>The delegated Health and Safety representative is responsible to review the environment within a regular documented time frame.</p> <p>The Health and Safety representative and the Hazard Manager will report to the Practice team meeting any concerns or potential hazards that they have noted.</p> <p>The Practice team will document recognition of the hazard or the health and safety concern and the action that is proposed to mitigate or resolve these issues.</p>
Resources	<ul style="list-style-type: none">• Barrier Free New Zealand Trust – www.barrierfreenz.co.nz• Department Building and Housing- www.dbh.govt.nz• Standards New Zealand NZS 4121:2001 – www.standards.co.nz

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