

AllHealth Security Services, Inc.
proposes to conduct a security risk assessment of
_____ Hospital.

The purpose of the assessment is to discover and identify security-related issues that provide opportunities for performance improvement, to help ensure a safe and secure environment for patients, visitors, staff, medical staff and others conducting business on medical center property.

The purpose is also to address and assist the hospital in compliance with the regulatory mandates of Assembly Bill 1083.

The proposal offers a complete assessment of the following areas:

SECURITY PLAN

Review and assess the present security plan, with recommendations to update and address the elements of performance mandated by Assembly Bill 1083 as follows:

- Annual review and update of security and safety assessment and plan;
- The role of security in the hospital organization and hospital operations;
- Protective measures, including alarms and access control;
- The handling of disturbed patients, visitors, and employees;
- Identification of aggressive and violent predicting factors;
- Review and assess security incident reports and other reports of aggressive or violent behavior at the facility (this would involve the tracking of incidents of aggressive or violent behavior). Also, examination of trends of aggressive or violent behavior at the facility;
- Hospital safety and emergency preparedness;
- The rudiments of documenting and reporting crimes, including, by way of example, not disturbing a crime scene;
- Consideration of guidelines or standards on violence in health care facilities issued by the department, the Division of Occupational Safety and Health, and the federal Occupational Safety and Health Administration;
- Physical layout;
- Staffing;
- Security personnel availability;
- Policy and training related to appropriate responses to

- violent acts; and
- Efforts to cooperate with local law enforcement regarding violent acts in the facility, including reports of acts of assaults as defined in Section Assault-240 & Battery-242 of the Penal Code.

SECURITY STAFFING AND SECURITY OPERATIONS

The following listed security staffing and security operations issues will be reviewed, assessed and evaluated to produce written recommendations that best support and improve the security program of _____. The staffing and operational assessment to determine recommended improvements will be based on physical tours of the facility (interior & exterior), interviews, observations of security staff appearance and performance, and other applicable assessment objectives.

Specific assessment items include:

- Staffing levels;
- Staffing procurement and deployment;
- Staffing availability;
- General and post orders;
- Security officer job descriptions;
- Security staff appearance, conduct, customer service;
- Security officer orientation, initial training and probationary evaluation;
- Security officer continuing training and education;
- Security officer policies and training related to appropriate responses to violent acts;
- Security officer competency evaluations;
- Compliance with mandated licensing and training requirements; and
- Security operational efforts to cooperate with local law enforcement regarding violent acts in the facility.

PHYSICAL ENVIRONMENT

The following listed security points, spaces, locations, areas, products, equipment, systems and all security sensitive environments will be reviewed, assessed and evaluated to produce written recommendations that best support and improve the security program of _____. The assessment will include a physical tour of the exterior and interior of the facility, ancillary buildings and property.

Property perimeter control
Access points control
Visitor, vendor and contractor control
CCTV
Electronic surveillance
Signage
Alarm systems
Parking area security
Staff knowledge and awareness of security issues
Lighting exterior/interior
Lock and key control
Sensitive/high-risk area, including, but not limited to:
Emergency Department
Labor and Delivery
Nursery
Pharmacy
Lab
Shipping and receiving
Loading dock storage and stock disposition
Hazardous waste storage & disposal
Medical records and document/information privacy and security
Food services/dietary
Gift shop
Administration
Human Resources
Cashier
Payroll

HOSPITAL INTERVIEWS, CONSULTATION AND OBSERVATION

During initial tours and re-touring of selected areas, there will be interviews and consultation with staff, supervisors, managers, and others.

During initial tours and re-touring of selected areas, there will be observations of security staff, and requests for demonstrations of security system operations and security procedures.

During initial tours and re-touring of selected areas, there will be contact with, and observation of, visitors and others doing business in the facility.

During initial tours and re-touring of selected areas, there will be consultation

with hospital committee members involved in the management of hospital safety and security issues and concerns.

During initial tours and re-touring of selected areas, there will be observations of non-security staff, and requests to observe demonstrations of system operations and procedures that impact the safety and security of patients visitors and others doing business in the facility.

DOCUMENT REVIEW

The following listed, as available, documents will be reviewed and evaluated with written recommendations, as needed, to improve application and compliance with regulations, standards, requirements, and governmental agency mandates and guidelines.

Document recommendations may be editorial in nature, suggested additional documentation, changes in content, language and wording, references to scope, compliance, format and notations for archiving/filing and accessibility for timely review.

Security Management Plan – JCAHO-AB 508-AB 1083 Elements of Performance 2008 and 2009 Annual Evaluation of the objectives, scope, performance, and effectiveness of the Security Management Plan.

Letter of Appointment and Authority for the Security Manager
Cal/OSHA IIPP (Injury Illness Prevention Program)

Letter of Appointment & Authority for the IIPP Administrator
Security Officer Department Orientation

Security Incident Reporting and Monthly Summary Reports

Security Department Reports to EOC Safety Committee

Security Department Reports to the Hospital Governing Board

Security information addressed/covered during the general hospital staff orientation

Annual/Six Month Environment of Care Tours.

General Security Policies including:

AB 508 Compliance

5150-Security Standbys

Management of Contraband

Assault & Battery 72-Hour report to law enforcement

Bomb Threat

Suspicious Package/Object

Chemical Weapon Threat

Terrorism-Threat-Incident-Response
Robbery Response
Civil Disturbance/Activism
Code Silver -Brandishing/Threatening with Weapon
Code Silver-Hostage Situation
Code Grey- Hostile situation-verbal/physical (no weapon involved)
Code Pink-Infant Abduction-Response-Drills-Patient Education
Code Purple Pediatric Abduction-Response-Drills
Crime Scene Preservation
Critical Incident Stress Debriefing-EAP (Employee Assistance Program)
Emergency Notification of Law Enforcement
Forensic Information/Training
Prisoner Handling
Vehicular Traffic & Access to Emergency Care Areas
Emergency Codes & Security Response
Package/Mail Inspection
Additional Security Staffing Plan
Media-press conferences-venue site prep.
VIP's-Visits-Patient Security
Patient Restraint-in the ER
Temporary Restraining Order
CCTV
Weapons
Workplace Violence
Zero Tolerance
Security Dept. EMTALA-Emergency Medical Treatment & Active Labor Act- 250
yd. zone
Missing Patient/Person
Reporting Procedures

- * Security
- * Law Enforcement
- * EOC Safety Committee
- * Risk Management