

**AHETI**Transforming Aspirations into
Australian Health Careers

HEALTH, SAFETY, AND WELLBEING POLICY

1 PURPOSE AND CONTEXT

- 1.1 The primary aim is to achieve optimal health, safety, and wellbeing for both employees and students at AHETI. This is pursued by advocating the highest feasible levels of health, safety, and wellbeing standards, and ensuring adherence to the New South Wales Work Health and Safety Act 2011 (WHS Act) along with its related regulations, standards, and codes of practice.
- 1.2 The institution's leadership aims to exhibit their dedication to fostering a favourable culture of health, safety, and wellbeing by offering essential guidance and support to all employees, students, and visitors.

2 DEFINITIONS

- 2.1 The following definitions apply for the purposes of this policy:
 - i. RMC – Risk Management Committee
 - ii. QIC – Quality Improvement Committee
 - iii. PMCC – Program Manager and Clinical Coordinator

3 POLICY STATEMENT

- 3.1 AHETI is wholeheartedly dedicated to securing a safe and healthful setting for its staff, students, visitors, involved contractors, individuals from related entities, and any other parties or external organisations who might be impacted by its activities. This commitment acknowledges the entitlement of every individual to a secure and healthy workplace and underscores that each person bears a primary obligation to collaborate in upholding and advancing all measures related to the university's work health, safety, and wellbeing.



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- 3.2 AHETI places primary importance on preventing injury and illness for all individuals engaged in its activities. As such, AHETI not only commits to meeting all legal requirements but also aims for excellence through a systematic and proactive approach in addressing workplace health, safety, and wellbeing concerns associated with its operations.
- 3.3 AHETI will ensure, to the extent reasonably possible, the health, safety, and wellbeing of its workers, students, contractors, visitors, and others involved with AHETI. The implementation of this policy involves:
- i. Employing a standardised risk management process for health, safety, and wellbeing to ensure that workplace hazards are eliminated or, if elimination is not feasible, identified, assessed, controlled, and reviewed.
 - ii. Establishing preventive health and safety strategies focused on eliminating work-related illnesses and injuries by continually improving systems.
 - iii. Allocating adequate financial and physical resources to effectively implement this policy.
 - iv. Providing and disseminating appropriate health and safety information, instruction, training, and supervision to workers, students, and visitors.
 - v. Establishing and maintaining a process for engaging and consulting with all workers, to the extent reasonably possible, in decision-making that affects their health and safety while at work.

3.4 Position and Responsibilities in AHETI

- i. **Chief Executive Officer**
The Chief Executive Officer bears the ultimate responsibility for the safety of all AHETI activities and will allocate the necessary resources to fulfil the goals and objectives outlined in the Health, Safety, and Wellbeing Policy. The Chief Executive Officer holds the authority to take any actions deemed essential



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to safeguard the occupational health and safety of employees, students, contractors, and other individuals, as well as protect the environment and AHETI facilities and equipment. The Chief Executive Officer is recognised as an "Officer" in accordance with the WHS Act. Further details regarding the responsibilities and requirements of all "Officers" at AHETI can be found in the WHS Act and WHS Regulation.

- ii. **Program Manager and Clinical Coordinator**
The Program Manager and Clinical Coordinator is responsible for offering professional guidance, facilitation, and consultancy to Schools and Operational Units. They are also tasked with developing appropriate policies, strategic programs, and maintaining the WHS and Wellbeing Management System.
- iii. **RMC and QIC**
Risk Management Committee (RMC) and Quality Improvement Committee (QIC) should be consulted in accordance with statutory requirements and serve as consultation mechanisms available to a "Work Group," making recommendations to management regarding workplace health and safety matters. The particulars of the requirements, roles, and responsibilities of RMC and QIC are outlined in AHETI WHS Consultation Procedures.
- iv. **Employees, Students, Contractors, and Others**
It is the responsibility of employees, students, contractors, and other individuals to ensure the execution of this policy and to view accident prevention and safe work practices as a collective and individual duty. Each person conducting activities in association with AHETI is responsible for adhering to all safety regulations and procedures. These will be provided in the form of safety policies, procedure manuals, and programs as deemed necessary.
- v. **Employees**
Employees who engage contractors and third parties must adhere to AHETI's requirements and ensure that all contractors and third parties are aware of their work health and safety responsibilities.



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4 PROCEDURES

Nil.

5 GUIDELINES

5.1 Relevant legislation and guidance material:

- i. [Work Health and Safety Act 2011 \(NSW\)](#)
- ii. [Work Health and Safety Regulation 2017](#)
- iii. ISO 45001:2018 Occupational health and safety management systems – Requirements with guidance for use.



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For more information		
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