

Workplace and Facilities Requirements

Thank you for choosing Life Care Consultants to deliver your business requirements.

Purpose

We are committed to ensuring we provide the best service whilst maintaining our team's health, safety and wellbeing. This document outlines our requirements when our team is on your site.

Standard Requirements

Workspace

All workspaces must be clean, healthy, safe, accessible and well maintained so work can be carried out without risk. Workspace facilities must include onsite, within walking distance, hygienic and appropriately supplied:

- Toilets
- Drinking water
- Hand-washing facilities
- Eating and break facilities

Health and Wellbeing

For the health and wellbeing of our team employees who are unwell should not attend any of our services. An employee presenting symptoms or indications of being unwell may be asked to leave or reschedule.

Communication Requirements

To ensure that our Health Consultant is in the correct location, following your required policies and informing the right members of your team of their activities we require:

- Provision for the presence of an onsite contact 30 minutes prior to start time on the commencement of the first workday, to provide site orientation, details on any relevant policy information and to complete any induction requirements
- The provision of an onsite contact who is available in person or via phone during standard business operating hours throughout the period our Health Consultant is onsite
- The physical provision of a support person on site when service delivery is occurring outside our standard operating hours, including after 6 pm and before 6 am Monday through Saturday
- Access to mobile phone coverage at all times

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Training

To allow our Trainer to deliver our product whilst maintaining high-quality standards in training we require:

- A suitably ventilated room with working space and appropriate lighting, sufficient to enable workers to carry out training without risks to health and safety
- The provision of chairs in ratio to attendees, set out in a U-shape format
- A clean and clear floor area suitable for practising and demonstrating CPR on, including a minimum clear floor space of three metres by three metres
- A screen or projector for our training presentation along with access to a whiteboard with markers

Health Monitoring Services

To ensure our Health Consultant delivers the best possible service we require the provision of an appropriate room that is considered quiet that has a closing door. The room should also have:

- A suitable cleared flat table and two chairs
- Ventilation and working space sufficient to enable workers to carry out work without risks to health and safety
- Lighting sufficient to complete tasks, with light bright enough to illuminate small details, and limit strain on the eyes
- Access to consistent and reliable Wi-Fi - including the provision of relevant access codes and passwords during our work set-up phase prior to meeting with clients
- A consistent and reliable power supply

Safety Critical Contact

During the period of time our Health Consultant is working with your employees they are required to have access to a Safety Critical contact person from your business.

Site Access

All sites must be accessible by our Health Consultants or Trainers' vehicles, for sites that are remote and require specialised vehicle access please arrange an alternative location for your service delivery.