

THREATENING BEHAVIOUR, BULLYING, HARASSMENT & VIOLENCE IN THE WORKPLACE – MANAGEMENT

POLICY STATEMENT

It is Bay of Plenty District Health Board's (BOPDHB) policy that its employees are safe and that violence / threatening behaviour / bullying or harassment in the workplace is minimised.

PURPOSE

The purpose of this policy is to:

- Describe how to identify, prevent and minimise violence or threatening behaviour / bullying in the workplace.
- Ensure 'at risk' staff are provided with effective controls to prevent and minimise their exposure to violence or threatening behaviour / bullying.
- Ensure that staff who encounter violence or threatening behaviour / bullying know what to do, and are provided with adequate support and counselling.

EXCLUSIONS

There are no exclusions.

REFERENCES

- [Department of Labour. A Guide for Employers and Employees on Dealing with Violence at Work. January 1995](#)
- [Department of Labour. Managing the Risk of Workplace Violence to Healthcare and Community Service Providers: Good Practice Guide. 22 January 2009](#)
- [Worksafe New Zealand. Preventing and Responding to Workplace Bullying. Best Practice Guidelines. February 2014](#)
- [Health and Safety at Work Act 2015](#) and [Regulations 2016](#)

ASSOCIATED DOCUMENTS

- Bay of Plenty District Health Board policy 5.4.7 protocol 0 Threatening Behaviour, Bullying, Harassment & Violence in the Workplace – Standards
- Bay of Plenty District Health Board policy 1.2.4 Restraint Minimisation and Safe Practice
- Bay of Plenty District Health Board policy 2.1.1 Risk Management
- Bay of Plenty District Health Board policy 2.1.3 Hazard Management
- Bay of Plenty District Health Board policy 2.1.4 Incident Management
- Bay of Plenty District Health Board policy 3.50.02 protocol 9 Investigation Process
- Bay of Plenty District Health Board policy 3.50.02 protocol 15 - Disciplinary Process
- Bay of Plenty District Health Board policy 5.4.5 Impairment - Management of Impaired Employee
- Bay of Plenty District Health Board policy 5.3.1 Employee Health and Safety

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Policy Steward: GM, Governance & Quality	Authorised by: Chief Executive Officer	



Policy Name: **Threatening Behaviour, Bullying, Harassment & Violence Management**
File Name: 5.4.7

Policy No: 5.4.7
Issue Date: Aug 2014
Review Date: Aug 2017

- Bay of Plenty District Health Board policy 5.3.1 protocol 4 EHS Management for Contractors, Visitors and Volunteers
- Bay of Plenty District Health Board policy 3.50.02 protocol 7 Supporting Staff
- Bay of Plenty District Health Board policy 6.9.4 Visitors and Lead Support Persons
- Bay of Plenty District Health Board policy 7.104.1 protocol 3 Observing Patients
- Bay of Plenty District Health Board Emergency Department Protocol ED.V2.1 Violence - Management of Potentially Violent Patients
- Bay of Plenty District Health Board Emergency Department Protocol ED.V3.1 Violence - Short Term Management of Acute Behaviour Disturbance in Adults
- Bay of Plenty District Health Board Reportable Event form
- Bay of Plenty District Health Board Emergency Flipcharts

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