



Workplace Violence

Policy

Communities of Care is committed to the safety of all employees in the workplace, including those instances when employees encounter violence in the workplace.

Procedure

Employees should stay alert for signs of tension and potential violence in the workplace. Employees are not expected to work in an environment where they feel unsafe or threatened. Any employee encountering such circumstances is to report the concern immediately to the Safety Coordinator.

In an emergency

If an employee encounters an emergent, violent situation, he or she should **call 911 immediately**, and seek a safe place for himself or herself, and his or her client.