



GRIEF AND LOSS POLICY AND PROCEDURE

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| Responsible Officer | Executive Manager: Community Engagement. |
| Approved by | Chairman |
| Review by | Executive Manager: Community Engagement |
| Last Reviewed | 12/07/2015 |
| Next Reviewed | 31 /01/2017 |
| Approved and commenced | 12/07/2015 |

INTRODUCTION

The experience of loss and grief must be appropriately managed. The organisation's response to loss and grief among its employees is a matter of common humanity and an Occupational Health and Safety issue.

PURPOSE

This policy seeks to ensure that employees of Community Veracity experiencing loss and grief are treated appropriately and given access to any internal and external resources that would assist them to cope.

POLICY

Employees of Community Veracity experiencing loss and grief shall be treated appropriately and given access to any internal and external resources that would assist them to cope.

RESPONSIBILITIES

It shall be the responsibility of the EXECUTIVE MANAGER: COMMUNITY ENGAGEMENT to ensure that the procedures specified in this policy are implemented appropriately. The EXECUTIVE MANAGER: COMMUNITY ENGAGEMENT shall undertake periodic reviews of the organisation's grief and loss strategy to ensure that it continues to reflect best practice.

PROCEDURES

Training

All persons in areas where the client base has an elevated mortality risk¹ shall be provided with appropriate training to allow them to

- Understand grief and responses to grief
- Recognise grief in themselves and in their fellow workers
- Appropriately manage grief in themselves and in their fellow workers
- Carry out appropriate protocols in the event of client adverse events.

¹ Aged care, for example, palliative care, or hospital care



Such training shall, where appropriate, be included in induction training.

The EXECUTIVE MANAGER: COMMUNITY ENGAGEMENT shall identify a peer support person in every workplace. These persons will be provided with appropriate training, and given ongoing resources and support. Peer support persons shall be available for initial debriefing following work-related loss and grief.

Resourcing

Where appropriate, the EXECUTIVE MANAGER: COMMUNITY ENGAGEMENT shall authorise (at the organisation's expense) access to counsellors and other external specialists to assist persons experiencing grief and loss.