

Leamington Mennonite Home
Long Term Care

**QUALITY & RISK MANAGEMENT
POLICY AND PROCEDURE**

CATEGORY: Quality & Risk Management - Housekeeping & Laundry	SUBJECT: Housekeeping & Laundry Risk Management Plan	SECTION: J POLICY: 1
DATE: July 12, 2022	Administrator's Signature: _____	

HOUSEKEEPING & LAUNDRY RISK MANAGEMENT PLAN

POLICY:

Housekeeping & Laundry department practices will be organized and evaluated on a regular basis to ensure a standard of service is always maintained.

PROCEDURE:

The HKL Supervisor or designate will:

- 1) Implement all aspects of the Risk Management plan and complete audits as per Risk Management Schedule.
- 2) Document completion of assessment activities through the Risk Management Schedule.
- 3) Compile audit findings and complete Risk Management Action Plans in a timely fashion with input from staff.
- 4) Follow up to determine if resolutions were effective.
- 5) Report outcomes to Leadership Committee.