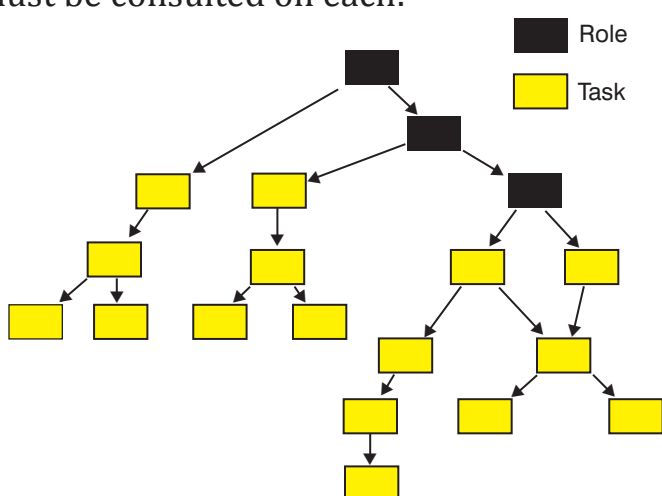


# Safe Patient Handling: Facility Committees

Under the New York State Safe Patient Handling (SPH) Law, each healthcare facility, including every hospital and clinic, must establish a committee. A strong committee will play a key part in establishing and maintaining an effective SPH Program at your workplace.

## The SPH Committee

**A**CCORDING TO THE LAW; “The purpose of a committee is to design and recommend the process for implementing a safe patient handling program for the health care facility.” The committee will also be involved in ongoing evaluation and improvement of the program. A SPH Program must include the following elements, and the committee must be consulted on each:



- SPH Written Policy**
- Environmental Hazard Assessment**
- Patient Assessment Process**
- Training and Education**
- Incident Investigation and Review**
- Annual Performance Evaluation**
- Plans for Construction/Remodeling**
- Workers' Right to Refuse**

## Committee Membership and Leadership

**T**HE COMMITTEE MUST, by law, include people with different responsibilities related to safe patient handling, such as risk management, nursing, or purchasing. The committee must have two co-chairs, one from management and one frontline worker. Check with your facility to identify who the committee members are. Half of the committee members must be frontline, non-managerial workers who provide direct care to patients. Unions have the right to designate their representatives.

