Faculty of Medicine
OHS Building Induction

St Lucia Clinical Unit
UQ FACULTY OF MEDICINE OHS BUILDING INDUCTION

UQ is dedicated to the maintenance of an effective health safety management system and driving a proactive health and safety and wellness culture. We want to make sure your time with us here at FoM is a productive, interesting and safe experience.

This presentation provides an overview about the important safety systems and practises we have in place across the Faculty of Medicine. During your time at UQ you will be required to complete online OHS education

This building induction contains specific information
for Faculty of Medicine staff and students at
The St Lucia Clinical Unit

Access and operational hours
Monday to Friday 6am to 11pm (Enquires counter is open from 8am to 4pm)
We all have obligations under the:

- Work Health & Safety Act and Regulation 2011
- Other relevant legislation (Radiation, Drugs and Poisons etc.)
- Relevant Codes of Practice and Australian Standards
- University of Queensland Policies, Procedures, Guidelines

We’re all required to:

- Comply with all occupational health and safety instructions
- Avoid, eliminate, minimise hazards & report any OHS issues
- Avoid placing at risk the health and safety of ourselves or anyone else
- Wear the correct personal protective equipment (PPE) - clothing, eyewear, gloves and enclosed footwear when participating in practical activities e.g. procedural skills workshops [https://ppl.app.uq.edu.au/content/2.30.05-personal-protective-equipment-and-minimum-standards-dress](https://ppl.app.uq.edu.au/content/2.30.05-personal-protective-equipment-and-minimum-standards-dress)
Basic safety advice

- Be aware of your surroundings, work environment & know what to do (and who to call) in the event of an emergency
- Make sure someone has contact numbers for you – if you’re working alone outside normal hours check in with them regularly and keep all doors to your area secured. If working alone you must evacuate at the first ‘alert’ tone. Do not wait for the ‘evacuate’ tone.
- Report unauthorised persons in your area to local security – do not lend your swipe card to anyone.
- Inform your Supervisor of any issues that may effect your ability to perform your duties safely.
- Immediately report unsafe behaviour to your supervisor.
- Do not use damaged/faulty equipment or defective PPE and report any issues to your supervisor.

Carefully read and understand all Safe Operating Procedures, Instructions and Risk Assessments applicable to your area before you commence work

Risk assessments outline any hazards you may be exposed to during specific tasks and will detail the ways in which risks can be eliminated or minimised.

Ensure you adhere to the risk control measures, including PPE outlined in the risk assessment
BUILDING INDUCTION Emergency Procedures

On completion of the local building induction you will be familiar with local emergency procedures and the locations of:

- Emergency Equipment e.g. Fire extinguishers, First Aid Kits and AEDs
- Break Glass Alarms
- Emergency Evacuation diagrams
- Designated Emergency Assembly Areas
- The contact details for local First Aiders, Fire Wardens and Safety Coordinators

On the FoM OHS Safety Notice Board you will find:

- UQ WHS Policy
- Safety Alerts/ Health, Safety and Wellness Communiqué
- OHS Information relevant to the building
- Emergency procedure cards,
- Evacuation Diagrams
- FOM OHS Team contact details
First Aid Procedures

- Your First Aid Officer is: Amarjeet Kaur
- Your nearest First aid kit is located: Student Hub, Level 4 Building 69.

UQ Safe – Incident Reporting System

- All work-related injuries, illnesses, incidents, dangerous events; with or without injury i.e. near misses, must be reported via UQ Safe – Incident Reporting System

Risk Management

- Risk management is a core component of any safety management system. Risk assessments outline any hazards you may be exposed to and the way in which risks can be minimised and managed.
- Ensure you read the risk assessments carefully and adhere to the risk control measures, including PPE outlined in the risk assessment
Some useful apps

- **UQ SafeZone** is a free smartphone app that connects staff and students with Security and emergency services during a first-aid or emergency situation on UQ campuses and sites. All the Security and personal safety information is available via [https://campuses.uq.edu.au/information-and-services/security/safezone](https://campuses.uq.edu.au/information-and-services/security/safezone)

- **UQnav** is a free mobile application that contains searchable Maps of UQ’s campuses, students can use UQnav to help find lecture theatres, laboratories, school and faculty offices [http://www.uq.edu.au/uqnav/](http://www.uq.edu.au/uqnav/)
UQ HEALTH SAFETY & WELLBEING

A range of events and activities are conducted throughout the year that can help you improve your health awareness and wellbeing.


Staff can participate in:

• Yoga: omyoga@hotmail.com for details of yoga courses at UQ.

• Pilates: info@flairpilates.com.au for details of Pilates courses at UQ or contact Flair Pilates class timetable.

• Students can sign-up to UQ Fitness Passport access to a range of pools & fitness facilities for low membership price.

• Smoke-free UQ: support for quitting smoking.
Faculty of Medicine OHS Contacts

Paul Lovelock
Manager, OHS
FOM Herston

Deon Knight
OHS Manager
TRI/TPCH/Herston

Jenyl Brady
OHS Officer
Herston

Mrs Robyn Oram
Scientific Manager Safety
St Lucia

Lawrie Myers
WHS Coordinator
St Lucia

All members of the OHS Team are available to assist and advise on any issues relating to OHS or other general compliance issues. Contact med.ohs@uq.edu.au