

COMPLIANCE & SAFETY

Safety & Culture

Winter-Proof Your Workplace & Report Icy Conditions

- Focus on your footing
- Walk like a penguin
- Don't use your cell phone when walking
- Use handrails
- Be aware of changes in walking surfaces
- Free up your hands
- Report unsafe conditions
- Use authorized paths
- Step down, not out of car
- Wear appropriate footwear

If you notice icy conditions in your facility's parking lots, please report them immediately to the following contacts:

- **MHMC/MHMNH:** Call (304) 285-6680 with location details.
- **PMH:** Call (304) 329-1400 & ask for Facilities.
- **SJMH:** Call (304) 517-1525 for Maintenance/Security.
- **VHP:** Call (304) 285-5575 with location details
- **DMC/BMC:** (304) 637-3129
- **BH:** (304) 457-8581
- **WMH:** (304) 847-5682 ext. 5000

Compliance

Confidential Business Information

Intellectual property, trade secrets of the organization, & employee information are all to be held in the highest confidence. We only supply this information to those who have a *need* to know.

Compliance in action:

- Safeguard confidential information, including proper labeling, storage & disposal.
- Follow computer & network security procedures to prevent unauthorized access.
- Do not share information with individuals that do not have a need to know.

Q: I have learned about a new clinical service soon to be offered by the company, although it has not yet been publicly announced. Can I recommend this service to family & friends?

A: No. The announcement of a new service is carefully timed based upon legal & public information considerations. Unofficial announcements are not permitted & may create misleading impressions because the service may change before it is made public or may be offered at all.

HOW TO REACH RISK

MHS:

Maxine.Cantis@VandaliaHealth.org
Clarence.Swiger@VandaliaHealth.org
Janel.Mudry@VandaliaHealth.org
Ashley.Blair@VandaliaHealth.org

DHS:

Julie.Phillips@VandaliaHealth.org
(304) 637-3181

HOW TO REACH COMPLIANCE

MHS:

Compliance Hotline: +1(877) 777-0787
(calls are anonymous & 24/7)
VandaliaHealth.EthicsPoint.com
Compliance@VandaliaHealth.org
MHS.Privacy@VandaliaHealth.org

DHS:

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(304) 637-3656