



WELCOME!

NEW HIRE POLICIES
& PROCEDURES

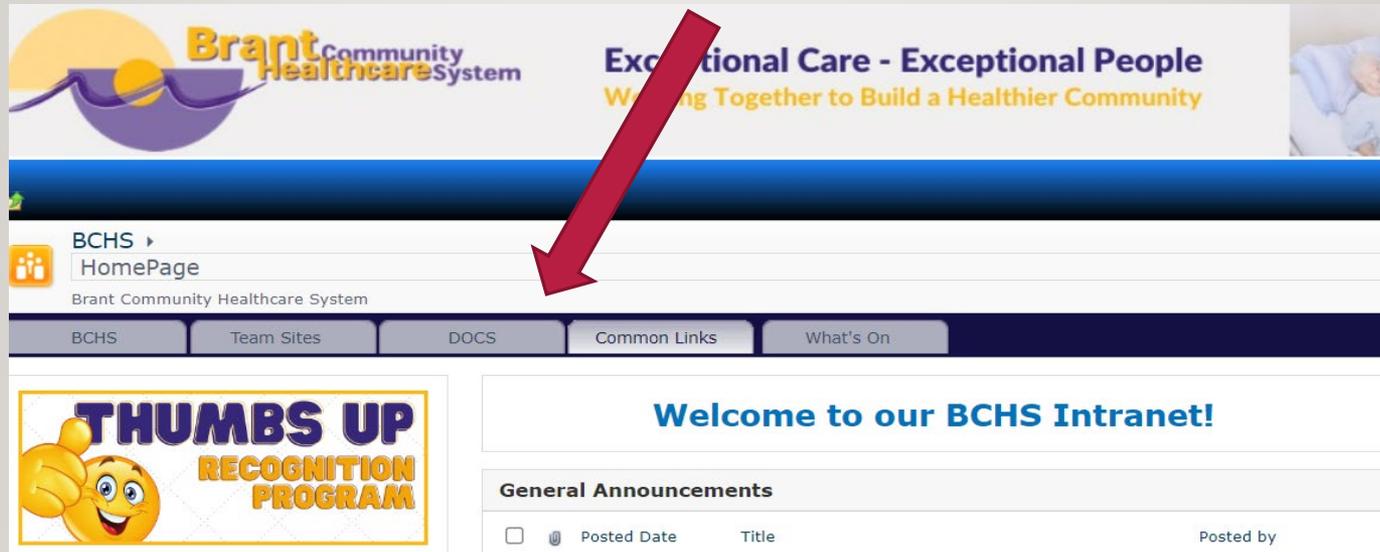
OVERVIEW

In order to meet the standards of Accreditation Canada, as well as those legislated by government agencies, or identified as corporate priorities, all new BCHS employees must be familiar with basic information about safety and security, compliance, confidentiality, infection control and some Human Resources policies.

This E-Learning module will outline some important policies which you must review and understand prior to starting your employment. This is not an inclusive list. Please ensure you familiarize yourself with the Policies at BCHS.



All BCHS policies can be located within the Document Management System: [DOCS](#). This can be accessed directly via the [Intranet](#).



WHERE ARE POLICIES LOCATED?

Code of Conduct/Behaviour Expectations

- [Code of Conduct #9235 *](#)
- [Confidentiality Privacy of Personal Health #3819 *](#)
- [Workplace Violence, Harassment, and Disruptive Behaviour #7490 *](#)
- [Facsimile Transmission of Patient Information #13686](#)
- [System Security and Data Confidentiality #2062 *](#)
- [Social Media #2919](#)
- [Internet and E-mail Usage #2055](#)
- [Whistleblower #8989](#)

Human Resources

- [Attendance Awareness Program #2887](#)
- [Absence Reporting Policy #3497](#)
- [Corporate Central Education Policy #6646](#)
- [Performance Management Program #3518](#)
- [Vacation Policy \(#8891\)](#)

Workplace Environment

- [Fragrance Free Environment and Workplace #2900](#)
- [Hand Hygiene #5678 *](#)
- [Dress Code #2897](#)
- [Food and Beverage Safety #6468 *](#)

POLICIES TO REVIEW

Please click each link above to review the applicable policy.



** Mandatory Halogen E-Learning also required for this policy*



New Hire Policy & Procedure Review Sign Off

Quiz - 2 questions

Last modified: Tuesday, May 21, 2024 at 12:07:07 PM

Properties

- On passing, 'Finish' button: [Goes to slide](#)
- On failing, 'Finish' button: [Goes to slide](#)
- Allow user to leave quiz: [After user has completed quiz](#)
- User may view slides after quiz: [After attempting quiz](#)
- Show quiz in menu as: [Multiple Items](#)



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THANK YOU!

Thank you for reviewing these important policies and procedures. Remember, this is not an inclusive list. All policies can be located on [DOCS](#), and it is your responsibility to review, stay up to date, and be aware of BCCHS policies. If you have questions related to a policy, please do not hesitate to contact your Leader, or a member of the Human Resources team!

Welcome to the Brant Community Healthcare System!