

Australian Standard[®]

Security for health care facilities

Part 1: General requirements

This Australian Standard was prepared by Committee HT/8, Health Care Facilities—Security. It was approved on behalf of the Council of Standards Australia on 4 July 1997 and published on 5 September 1997.

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Australian Security Intelligence Organization
Department of Health, A.C.T.
Department of Community & Health Services, Tasmania
Griffith University
Health Department, W.A.
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Australian Nursing Federation (New South Wales Branch)
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Healthcare Emergency and Security Services
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PREFACE

This Australian Standard was prepared by Committee HT/8, Health Care Facilities—Security.

The policies, principles, standards and common practices outlined in this Standard are designed to assist in the development of effective security systems throughout all health care facilities.

This Standard is part of a series, as follows:

AS

4485 Security for health care facilities

4485.1 Part 1: General requirements (this Standard)

4485.2 Part 2: Procedures guide

Part 1 sets out the essential requirements needed to provide a safe and secure environment for staff, patients and visitors in health care facilities. Part 2 is a comprehensive guide to the implementation of security services. Both documents cover facilities ranging from major hospitals to small, remote outposts, but each facility will need to undertake the security risk assessment process outlined in Section 3 of Part 2 to produce a program suited to its particular requirements and environment.

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STANDARDS AUSTRALIA

Australian Standard
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Part 1: General requirements

SECTION 1 SCOPE AND GENERAL

1.1 SCOPE This Standard sets out requirements for health care facilities in developing policy, principles and procedures for the protection of—

- (a) patients, staff and others who are required to work at or attend such a facility;
- (b) drugs, other controlled substances, and other dangerous goods;
- (c) information; and
- (d) other property, including money, owned by, or in the control of, the facility, and the property of patients, staff and others at the facility.

AS 4485.2 provides guidance for the development and implementation of this policy and these principles and procedures.

1.2 APPLICATION

1.2.1 General The reasons for having a sound security regime in place vary from facility to facility. However, the following fundamental principles are applicable to most situations:

- (a) Everyone has a right to be safe and secure at their place of work. Occupational health and safety legislation requires employers to provide a safe and secure environment for staff, and for others who, for whatever reason, work at or visit that facility.
- (b) Organizations such as health care facilities are required by law to protect the personal and private information they hold about their employees and patients.
- (c) It is necessary to protect other forms of information and valuable and attractive property for which the facility is responsible. It may also be important for insurance reasons to have a sound level of security.
- (d) In many cases there will be contractual requirements for sound security practices to be in place.
- (e) There may be a moral obligation to have sound security arrangements in place.

1.2.2 Responsibility Governing bodies, chief executive officers and senior managers have a particular responsibility to see that they have in place effective protective security policy and practices sufficient to address, in risk management terms, the security risks at their respective facilities.

1.2.3 Adaptability Protective security cannot be applied indiscriminately. It must harmonize with other operational requirements of the facility, and in some cases be tailored for specific areas within the facility.

Security procedures shall not impinge on the quality or effectiveness of patient care services.

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