

MAT Health Clinic Sustainability Policy and Procedure

Policy Name	Sustainability Policy and Procedure		
Version	1.0	Date	January 2021
Reviewer		Review Date	

INTRODUCTION

The World Health Organisation defines an environmentally sustainable health system as one that “improves, maintains or restores health, while minimizing negative impacts on the environment and leveraging opportunities to restore and improve it, to the benefit of the health and well-being of current and future generations”.¹ Within the healthcare sector, environmental sustainability occurs when resources are used as efficiently as possible, without compromising the quality of care for patients.

MAT Health Clinic accepts that it must work to preserve the environmental sustainability of the planet, at all levels of its operations. MAT Health Clinic is committed to complying with applicable laws and minimising risks to the environment and the broader community.

MAT Health Clinic is committed to effective environmental management which incorporates the practice of identifying, assessing and managing environmental risks and hazards associated with MAT Health Clinic’s activities.

MAT Health Clinic aspires to minimise its impact on our environment and maximise the effective use of resources. We strive to achieve this by increasing communication and awareness of our efforts in accordance with this policy and other related policies including Mat Health Clinic Waste Management Policy and fostering responsible environmental behaviour amongst staff, volunteers, and users at all levels.

PURPOSE AND SCOPE

This Sustainability Policy aims to integrate a philosophy of sustainable development into all the clinic’s activities and to establish and promote sound environmental practice in our operations.

¹ World Health Organisation Regional Office for Europe. Environmentally sustainable health systems: a strategic document [Internet]. Copenhagen: WHO Europe, 2017 [cited 2019 Jan 15]. Available

POLICY

MAT Health Clinic commits itself to minimising its impact on our environment through:

- Providing a healthy and safe workplace
- Having an environmentally aware culture, where responsibility is assigned and understood
- Being an environmentally responsible neighbour in our community
- Conserving natural resources by reusing and recycling
- Using processes that do not adversely affect the environment
- Ensuring the responsible use of energy throughout the practice
- Participating in efforts to improve environmental protection and understanding
- Taking steps to improve environmental performance continually
- Working with suppliers who promote sound environmental practices
- Enhancing awareness among our staff – educating and motivating them to act in an environmentally responsible manner
- Committing to effective and efficient use of health resources
- Reducing wasteful or inefficient practices and processes across the clinic
- Adhering to the MAT Health Clinic Waste Management Policy
- Conducting rigorous audits, evaluations, and self-assessments of the implementation of this policy.

RESPONSIBILITIES

It shall be the responsibility of the Practice Manager to ensure the effective implementation of the requirements of this document and monitor and review its effectiveness on a regular basis.

All administration staff and Doctors in the practice are responsible for participation in consultative arrangements and complying with defined requirements.

SPECIFIC ACTIVITIES

MAT Health Clinic will use all reasonable endeavours to:

1. Develop guidelines for all staff to adopt sound environmental work practices, and adequate training will be provided to ensure these practices are carried out.
2. Act responsibly to correct incidents or conditions that endanger health, safety, or the environment. It will promptly report any such incidents to the relevant authorities, and inform affected parties as appropriate.
3. Reduce, reuse and recycle materials wherever possible.
4. Purchase recycled materials, and use recyclable packaging and other materials.
5. Ensure that its services and products are safe, efficient in their use of energy, protective of the environment, and able to be reused, recycled or disposed of safely.
6. Minimise materials and energy use, prevent air, water, and other pollution, and dispose of waste safely and responsibly.
7. Conserve energy by improving energy efficiency and giving preference to renewable over non-renewable energy sources when feasible.
8. Utilise its particular knowledge and experience to contribute to environmentally sustainable techniques, technology, knowledge and methods.
9. Conduct audits and self-assessments of its compliance with this policy.
10. Ensure that every employee is informed of and expected to follow this policy and to report any environmental, health, or safety concern to management in writing so that prompt action may be taken.

GENERAL SUSTAINABILITY PROCEDURES

Reduction of Consumption

All staff are responsible to reduce consumption, conserve energy, reduce fossil fuel consumption, and reduce air pollution through strategies such as:

Preventing the need to use energy through 'switching off':

- Turns lights off when leaving the office at the end of the day
- Turn off computers, monitors, printers and photocopiers when leaving the office at the end of the day
- Turn down brightness setting on computer screen
- Disable screen savers
- Close applications on a computer that are not regularly used
- Change setting so applications do not automatically open on login
- Set computers, monitors, printers and photocopiers to 'sleep mode' or 'energy saving mode'
- Close doors and windows when air conditioning or heating is turned on
- Use laptops instead of desk tops
- Report flickering or broken lights

Minimising use

- Minimising expenditure on space heating
- Minimising the use of hot water and turn hot water urn off when not in use
- Turning off lights and equipment when not operating
- Turn off air conditioning when not in use

Use of efficient equipment, lighting, heating and vehicles

- Using energy efficient office equipment and power saving functions
- Using the most efficient motor vehicles
- Using the most efficient lights - triphosphor tubes are cheaper to run than fluorescent lights.

Using fuels with the least greenhouse impact

- Investigating alternative energy sources such as solar hot water, bio-ethanol and wind energy
- Using a clean fuel such as LPG or methanol.

Supporting green purchasing

- Purchasing items with reusable, recyclable, or no packaging
- Requiring suppliers to quote the energy consumption and costs of new equipment

Waste Minimisation

All staff must minimise waste through strategies such as:

Reducing waste

- Quantifying the waste produced
- Examining each work process steps to determine where wastes are produced and to devise measures for waste prevention or reduction
- Devising ways of reducing waste with employees so they too can share in the savings (for example rewards for employees who reduce waste)
- Partnering with a waste management contractor to assist with waste minimisation.
- Keeping a running tally of waste production to track changes and improvement.

Reusing

- Reusing drums, cartridges and containers where possible.
- Selling or donating waste to other organisations.

Increasing recycling

- Segregating wastes wherever possible to aid recycling and provide an indication of why waste is forming
- Investigating alternative uses for organic waste that cannot be reduced or reused, e.g. composts or convert the waste to energy
- Diverting recyclable wastes from the general waste, identifying recyclers or waste disposal contractors and organising regular collections
- Joining with neighbouring businesses and organisations to get common wastes recycled cost effectively, and discussing waste contractors cost off- sets by efficient servicing of the area.

Sustainability Reporting Requirements

Mat Health Clinic requires staff to review and report areas for improvement to sustainability practices to their manager. All documents relating to Sustainability and Health and Safety must be filed in the **REPORTS folder** located in the shared drive of MAT Health Clinic to enable it to be viewed by all staff.

This policy has been adapted from the NADA Waste Management Policy.

http://www.nada.org.au/index.php?option=com_content&task=view&id=236&Itemid=44