

2025 HSA Initiatives Workplan Template

Condensed Version

As part of the ongoing effort in 2024 to revise the Health and Safety Associations (HSAs) funding process, WorkSafeBC will temporarily accept a condensed HSA initiatives Workplan Template for the 2025 funding year.

WorkSafeBC expects the HSA Initiatives Workplan will reflect the scope and cost of your initiatives and assist by assigning a dollar value against the HSA's overall budget. Workplans are not intended to include all activities or initiatives undertaken by your organization in the upcoming year. Rather, focus on your **"key initiatives" or activities** you will undertake to address and impact the primary trends within your industry. You will explain what you are going to emphasize in the coming year; in most cases, you will have two or three key initiatives and rarely will you have more than five.

The detailed HSA Initiatives Workplan must be submitted to WorkSafeBC and posted to your website prior to January 2025 for transparency to stakeholders, including applicable employers and members. The activities specified in the detailed HSA Initiatives Workplan, must align with the objectives, priorities, and initiatives provided below, as the abbreviated HSA Initiatives Workplan will be included in the HSA contracts.

Table of Contents

Section A: HSA Overview..... 3

Section B: Summary of Strategic Objectives and Initiatives..... 3

WorkSafeBC Management Comments 10

Board Chair Approval 10

Section A: HSA Overview

HSA Name	SafeCare BC Health and Safety Association
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HSA Vision
Safe, healthy, injury free workplaces
HSA Mission
To empower workplaces that provide care to create a culture of safety through evidence-based education, advocacy for safer workplaces, leadership, and collaboration.

Section B: Summary of Strategic Objectives and Initiatives

Based on the information from your strategic plan, please kindly indicate (at a high level) the strategic objectives/priorities of your organization for the upcoming year, and the **key initiatives** that your HSA has planned out under each objective/priority. In most cases, you will have two or three key initiatives and rarely will you have more than five. The **orange column** needs to be completed at the end of the fiscal year when all activities are completed.

Strategic Objective/Priority	Summary of Key Initiatives	Total Budget	KPIs & Targets	Actual Output
Increase access to training and resources to prioritize health and safety	1.1 Support the development of a culture that prioritizes safety across BC (i.e. through leadership training, proprietary certificate).	\$16,000	15 on-demand videos created Grow social media channels by 12% Two new web services or subsections developed Outreach to 5-10 post-secondary institutions with 2-5 presentations delivered.	
	1.2 Develop resources and deliver quality training courses through diverse	\$194,000	12-month calendar and supporting resources developed and disseminated. 1 review of 12-month calendar for 2026	

	learning modalities on high-risk topics to employers		<p>5-10 new health and safety resources developed for the sector</p> <p>5-10 health and safety resources updated/enhanced and provided to the sector</p> <p>4 issues alerts drafted and circulated to members</p> <p>Education Delivery</p> <ul style="list-style-type: none"> - 90% of training participants indicate they've learned something new about workplace health and safety - 85% of training participants indicate they will incorporate what they've learned into their work practices. - 90% of training participants indicate they are satisfied with the training resources. - Continuing education offered to 100% of facilitators - 75% of facilitators track their education - 1-3 education opportunities provided to peer facilitators <p>Violence Prevention Education</p> <ul style="list-style-type: none"> - 600 – 800 participants trained - 100 workshops held - 18 new peer facilitators trained - 3 train-the-trainer workshops held - 18 mentorships conducted <p>Safe Handling Education</p> <ul style="list-style-type: none"> - 60 participants trained - 10 direct-training workshops held - 24-32 peer facilitators trained - 6 peer-trainer workshops held <p>Gentle Persuasive Approaches</p> <ul style="list-style-type: none"> - 60-120 participants trained - 12 workshops held <p>Safety Leadership</p> <ul style="list-style-type: none"> - 3-4 sessions conducted - 30 participants trained <p>The Working Minds</p> <ul style="list-style-type: none"> - 24-32 participants trained 	
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		<ul style="list-style-type: none"> - 4 workshops held <p>Skills to Engage and Support</p> <ul style="list-style-type: none"> - 3 workshops held - 20-30 participants trained <p>Joint Occupational Health and Safety</p> <ul style="list-style-type: none"> - 8 workshops held - 160-190 participants trained <p>Joint Occupational Health and Safety Committee Refresher Session (Part 1 and 2)</p> <ul style="list-style-type: none"> - 20 sessions held - 100-120 participants trained <p>Training on mental and physical well-being topics</p> <ul style="list-style-type: none"> - 200 participants trained <p>Fit Tester Training</p> <ul style="list-style-type: none"> - 25 fit testers trained <p>Self-paced health and safety training</p> <ul style="list-style-type: none"> - 300 participants trained <p>Webinars on high-risk topics</p> <ul style="list-style-type: none"> - 2-5 webinars hosted - 250 attendees <p>Psychological Health and Safety Information Sessions</p> <ul style="list-style-type: none"> - 6 sessions held - 30 participants trained <p>LMS process maps reviewed and updated.</p> <p>JOHS Committee refresher sessions and Psychological Health and Safety information sessions to be moved to the LMS for scheduling</p> <p>Workplace Psychological Safety</p> <p>12 workplace psychological safety-related topics shared with the sector; 12 focused e-newsletters dedicated to workplace psychological safety in the workplace; 24 workplace psychological safety posts on social media; 5-10 resources for workplace psychological safety developed and shared; 1</p>	
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			<p>evaluation of GetPsyched content; 1-day dedicated to workplace psychological safety planned and launched; 15 huddle videos developed on each factor.</p> <p>3 organizations sign up for civility and respect pilot (SafeCare BC provides 50% in-kind support); Participation by 3 JOHSCs; 24 - 36 monthly sessions completed</p> <ul style="list-style-type: none"> - > 80% positive results on CREW program assessment 	
	1.3 Develop and disseminate resources, guidelines, and leading practices	\$5,800	<p>JOHS Committee refresher Part 1 presentation and poster are updated to align with SafeCare BC branding and legislative changes.</p> <p>Qualitative fit tester course is evaluated and updated</p> <p>Create, or refresh 12 safety huddles to reinforce top health and safety topics; 6 safety huddles are in the top 10 resources viewed on our website for 2025;</p> <p>Review and evaluate 6 SafeCare BC courses and develop reports.</p> <p>Civility toolkit is rebranded; marketing plan is developed and launched; 20% increase in views/interactions compared to 2024</p> <p>4-12 emails to facilitator group; 2 lunch n learn sessions; Increase in facilitator engagement; 20 facilitators participate in sessions</p> <p>1 new module created for kinesiologists; 10+ kinesiologists participate in focus group testing of modules; 1 module is launched.</p> <p>Marketing strategy developed for each microlearning; Kits are developed for 11 e-learning and 5 instructor-led courses; kits are implemented in processes and used to increase course enrollments; 3 microlearning show in the top 2 viewed/downloaded resource in the month it's launched;</p> <p>1 refined process for facilitator onboarding</p> <p>1 bundle created for leaders; 90% of leaders who take course bundle rate positively</p>	

			<p>2 organizations implement gamified violence prevention scenarios; 50% of participants improve their scores by working through violence prevention scenarios.</p> <p>1 review completed for learner recognition program</p> <p>1 review of future course development completed; 1-3 new courses identified.</p> <p>Produce 6-12 safety huddle videos to support education and training delivery</p> <p>Produce 3-6 explainer videos to support education and training delivery</p>	
	1.4 Establish communication channels and forums for ongoing collaboration, sharing best practices, and addressing emerging issues effectively.	n/a	<p>4-12 Board eNews produced and delivered</p> <p>Develop a 360 communications strategy; create and publish 24-48 net new content pieces; publish 12-24 articles.</p>	
Develop and strengthen strategic collaborations with partners	2.1 Foster partnerships to collectively address workplace safety challenges.	\$152,550 (Hearts and Hands Revenue: \$81,400)	<p><i>Tailored Outreach Program (TOP)</i></p> <p>10-15 organizations identified for 2025 TOP participation</p> <p>5 organizations enrolled in TOP</p> <p>5-10 interactions with previous TOP participants</p> <p>5 TOP report cards developed and shared</p> <p>1-3 organizations recognized for their participation in TOP</p> <p>1 review of TOP completed</p> <ul style="list-style-type: none"> - 90% of 2025 TOP Enrollees complete their gap analyses and develop action plans - 90% of TOP enrollees from 2024 access 1-2 SafeCare BC resources to further their action plans. - 90% of TOP enrollees report making changes to their organization's operations in response to the program <p>45 member visits conducted, of which 15 are to home care organizations; 30 visits conducted with OHS Committee members; Connect with all current Satellite Training Centres (10)</p> <ul style="list-style-type: none"> - 2% outreach with sector partners <p>Participate in 3-4 conferences related to the healthcare sector/occupational health and safety industry.</p>	

			<p>Host 1 Leaders Health and Safety Forum; 60 attendees at Health and Safety Forum</p> <ul style="list-style-type: none"> - 90% of participants rate event "excellent" or "very good" <p>Hearts and Hands Conference</p> <ul style="list-style-type: none"> - 2 conferences are hosted - Sponsorship goals are met - Registration goals are met - 95% of attendees rate the conference "excellent" or "very good" <p>1 review of SafeCare BC courses eligibility for continuing education credits completed.</p> <p>1 standards guide created for facilitators; 60% of facilitators download standards guide</p> <p>1 safety innovation event hosted; 90% of participants rate event "excellent" or "very good"; increase in number of submission compared to 2024.</p> <p>1 AGM Hosted</p> <p>1 Board, and 1 TAC strategic planning session hosted.</p>	
	2.2 Engage with relevant government agencies, such as WorkSafeBC and the Ministry of Health, to understand their priorities and seek collaboration opportunities.	\$50,000	<p>Support 5 cohorts through Leading from the Inside Out; 50 participants enroll in Leading from the Inside Out</p> <ul style="list-style-type: none"> - 80% of leaders that enroll in the Leading from the Inside Out, complete the program; 80% of leaders who rated the training as "good/excellent"; - 80% of leaders report that they change the way that their behavior/applied the learning from the program 6 weeks following completion. <p>Deliver 24 Care for Caregivers mental health webinars</p> <ul style="list-style-type: none"> - Increase registrations by 10% - Increase on-demand views by 20% 	
Build capacity to support sustainable growth and impact	3.1 Explore innovative revenue-generation avenues, such as fee-for-service training programs, consulting services, or product sales related to workplace safety.	\$5,000	<p>1 review conducted on fit-testing services</p> <p>1 review conducted on fee-for-service model</p> <p>3-5 grant opportunities are explored</p>	

	3.2 Explore expansion in adjacent sectors	n/a	Targeted lists for independent living, assisted living, childcare, post-secondary education, and community social services are created.	
	3.3 Invest in staff development and organizational infrastructure to effectively manage growth and ensure operational efficiency.	\$35,000	4 workplace inspections conducted First aid program reviewed and updated as required SafeCare BC health and safety policies reviewed and updated as required 3-5 professional development opportunities provided 1 new Learning Management System implemented	
	3.4 Demonstrate the value proposition through data including the impact of cost savings to employers.	n/a	1 editorial process strategy developed 4 quarterly reviews for editorial planning 12 monthly dashboards developed 4 quarterly dashboards developed	
Promote the highest standards of workplace health, safety, and well-being	4.1 Increase organizational influence by participating in consultations, working groups, and advisory committees to provide input on health and safety-related initiatives and strategies at the provincial level.	\$10,000	6-12 info sheets developed for specific stakeholder groups; 2-6 infographics developed and published for specific stakeholder groups. Publish 8-12 CEO blogs on website and LinkedIn 1 annual report published online 3-5 sub-sections developed on website 3-4 sector-specific eNews developed 12-24 sector-specific eNews delivered 12-24 member profiles across all sectors, regions, and professions developed and published Quarterly review of website 1 -3 focus group discussions held regarding culturally appropriate language for education and resources	
	4.2 Collaborate with other key partners, including industry associations, accreditation bodies, unions, and advocacy	\$10,000	3-6 healthcare related events attended 4 meetings attended regarding health and human resource challenges in the sector	

	groups, to collectively advocate for improvements in workplace health and safety.			
	4.3 Enhance visibility and credibility through targeted communication efforts, including PR campaigns, conferences, and industry events.	\$2,500	4 meetings attended with National Alliance for Safety and Health in Healthcare 1 event attended with partners from other provinces	

WorkSafeBC Management Comments

Board Chair Approval

MICHELE THOMSON

Michele Thomson

Signature

Sept 10/24

Date