Risk Management

Forms, Documents, Resources
Risk Management

Forms Under Risk Management

Diocesan Specific Documents
< none >

Self Inspection Report
Self Inspection Report Form

CARES Risk Management Information
Risk Management Information
Activities/Events
- Adult Hold Harmless/Indemnity Agreement
- Bonfire Safety Guidelines
- Fireworks Display Safety
- Guidelines for Parish Festivals
- Haunted Houses Should Not Hold Real Dangers
- How to Safeguard Your Bingo Events
- Liquor Liability
- Resale of Items Through Thrift Stores and Rummage Sales
- Use of Inflatables/Bounce Houses
- Festival/High Risk Events Best Practices Checklist

Administration
- Dealing with Food Allergies in Schools
- Facility Program Evaluation Overview
- Facility Program Evaluation
- Field Trip Risk Management Information
- Fire Exit Drill Report
- Fire Exit Drills-A Must for Religious Education Classes
- Safety and Health Committees Overview
- Safety and Health Policy Statement
- Safety Dress Regulations
- Safety Program Organization
- School and Pre-School Prescription Drug and Medication Authorization
- School Safety Survey
- Scrip Handling Guidelines
- Self Inspection Report

Athletics
- Athletic and Sporting Events - Parental/Guardian Consent Form and Liability Waiver
- Athletic and Sporting Events - Risk Reduction Measures
- Bike Helmets Help Reduce Injuries
- Climbing Walls
- Football Helmet Safety
- Guidelines for Movable Soccer Goal Safety
- In-Line Skating/Roller Blading
- Safeguarding the Health of the Athlete
- Swimming Pool Rules and Procedures
- Swimming Pool Safety Survey
- Concussion Head Injury
Field Trips
- Chaperone Guidelines/Behavior Standards
- Field Trip Risk Management Information
- Mission Work Trips-Service Projects
- Youth Trips Involving Overnight Stay

Fire Prevention
- Candle Safety
- Electrical Fire Safety - Keep An Eye On Those Extension Cords
- Escape From Fire No Matter Where You Are
- Fire Prevention Checklist
- Fire Protection Safety Survey
- Fireworks Display Safety
- Overheated Clothes Dryers Can Cause Fires
- Portable Fire Extinguishers
- Smoke Alarms
- Space Heaters - What You Should Know

Health Care/Nursing Homes
- Back Injury Loss Control For Health Care Facilities
- Guidelines for Parish Nurse Health Ministry Programs
- Concussion Head Injury

Holiday Safety
- Candle Safety
- Fireworks Display Safety
- Haunted Houses Should Not Hold Real Dangers

Internet/Cyber Security
- <none>

Kitchen Safety
- Food Service Safety Survey
- Safety Rules for Kitchens
- Safety Survey - Food Service and Cafeteria Operations

Lightning
- Lightning Risk Assessment Guide
- Reduction of Lightning Exposure

Maintenance
- Compressed Gas Cylinders - Safety Guidelines
- Grinder Safety Guidelines
- Hazardous Materials, Chemicals and Flammable Liquids
- Lawn Mowing Guidelines

Mold Prevention
- Do You Have A Mold Problem
- Procedures To Follow When Water Damage Or A Water Loss Has Occurred
- Recommendations for Preventing and Reducing Mold Growth
- Ten Things You Should Know About Mold

Playgrounds
- General Guidelines for the Playground
- Playground Equipment Safety Inspection Checklist
- Playground Guidelines for the Elementary School
- Playground Leader's Checklist
- Playground Maintenance Checklist
Preventative Maintenance
- bleacher construction raises life safety concerns
- chair and table maintenance
- preventative maintenance checklist
- steps to reduce roof leaks
- underground storage tank inspection checklist
- vacant and/or unoccupied buildings

Residential Safety
- carbon monoxide - a deadly gas
- dog ownership safety
- escape from fire no matter where you are
- fire prevention checklist
- fire prevention guidelines for the home
- home electrical safety audit - room by room checklist
- home safety survey

Safeguarding Monetary Assets
- fidelity control overview
- review of parish accounts and financial control guidelines
- scrip handling guidelines

Safety Surveys
- choir loft safety survey
- office safety survey

School Buildings
- combustible materials in classrooms and auditoriums
- food service safety survey
- guidelines and procedures for industrial education
- safety rules for kitchens
- safety survey - auditoriums, stadiums, and gymnasiums
- safety survey - buildings and grounds
- safety survey - classrooms, offices and special rooms
- safety survey - food service and cafeteria operations
- safety survey - science laboratory
- safety survey - general guidelines for schools
- school safety overview
- school safety - tv carts
- school vandalism
- school violence prevention and preparedness

Science Classrooms
- combustible materials in classrooms and auditoriums
- hazardous materials, chemicals and flammable liquids
- procedures to better organize school chemical storage areas
- safety survey - science laboratory
- several reasons why chemicals should not be stored in alphabetical order
- storage and handling of lab chemicals
Security

Automobile Security
Business Security
Establishing a Key Control Policy Will Enhance Security
Neighborhood Watch
Perpetual Adoration
Protecting Yourself from Carjacking
Residential Security Survey
Residential Security
School Vandalism
Security Profile - Suspicious Activity Described
Security Recommendations
Vacant and/or Unoccupied Buildings

Slips, Trips & Falls

Incident Investigation
Slips, Trips & Falls - Ice and Snow Removal Procedures
Slips, Trips and Falls - Ice and Snow Removal Procedures - Spanish
Slips, Trips and Falls - Some Basic Information
Slips, Trips and Falls Safety Survey

Winter Worries

Prevent Frozen Sprinkler Systems
Protect Your Property From Freeze Damage
Slips, Trips & Falls - Ice and Snow Removal Procedures
Slips, Trips and Falls - Ice and Snow Removal Procedures – Spanish
Space Heaters - What You Should Know
Tips for Winterizing Your Home

Youth Ministry/Religious Education

Camping Guidelines
Chaperone Guidelines/Behavior Standards
Climbing Walls
Field Trip Risk Management Information
Fire Exit Drills
Haunted Houses Should Not Hold Real Dangers
In-Line Skating/Roller Blading
Mission Work Trips-Service Projects
Use of Inflatables-Bounce Houses
Youth Trips Involving Overnight Stay

Policies (Sample)

Contract Review/Facility Usage Policy
Vehicle Safety Policy
11-15 Passenger Van Policy
Security Policy
Financial Control

Volunteer Risk Management Program

Volunteer Coordinator Manual
Volunteer Coordinator Quick Guide
Volunteers and the Catholic Church Brochure
Volunteers and the Catholic Church Poster
Youth Ministry
   Youth Ministry Manual
   Youth Ministry Quick Guide
   Youth Ministry Online Training Brochure
   Youth Ministry Poster

Frequently Used Forms (Sample)
   Addendum to Construction Contract
   Addendum to Lease
   Addendum to Service Contract
   Adult Hold Harmless Indemnity Agreement
   Facility Usage Indemnity Agreement
   Field Trip Risk Management Information
   Preventative Maintenance Checklist
   School Safety Survey
   Unaffiliated Organization Agreement
   Volunteer Driver Form

Safety Manuals (Sample)
   Parish Risk Management Manual
   School Risk Management Manual
   Reducing Employee Injuries

Safety Presentations
   AED Presentation
   OSHA’s Bloodborne Pathogen Standards
   Fidelity Control
   Fire Prevention
   How Can Outside Organizations cause you Liability
   Liability Issues In Your Youth Ministry Program
   Reducing Employee Injuries
   School Risk Management
   Slips, Trips and Falls: Just What Are We Looking For?

Catholic Mutual Connection Newsletters
Previous and current issues of the Catholic Mutual Connection.
   Spring Summer 2011
   Fall Winter 2010
   Spring Summer 2010
   Fall Winter 2009
   Spring Summer 2009
   Fall Winter 2008
   Spring Summer 2008
   Fall Winter 2007
   Spring Summer 2007
   Fall Winter 2006
   Spring Summer 2006 - Extra Page
   Spring Summer 2006
**Long Term Health Care**
A healthcare resource guide designed to for schools and parishes to deal with students, volunteers, parishioners, and staff.

**Long Term Health Care**
- Long Term Care Manual
- Newsletter
- Nursing Broadcast Emails
- Presentations
- Threat Management Program

**Long Term Health Care – Indexes**
- Checklists and Forms Main Index
- Policy and Procedure Main Index

**Long Term Health Care – Links**
- Shoes for Crews® Program
- C.A.R.E. Channel Sampler
- Purchase C.A.R.E. Channel Music CDs or DVDs
- CDC Bed Bug Information

**Additional Links**
Links to numerous government related websites and partner program websites.
- [ChurchBus.com](http://www.churchbus.com)
- [Hartford Steam Boiler](http://www.steamboiler.com)
- [Philips/Lifeguard MD](http://www.lifeguardmd.com)
- [Shoes for Crews](http://www.shoesforcrews.com)
- [Wasshale Group](http://www.wasshalegroup.com)
- [Homeland Security](http://www.dhs.gov)
- [National Fire Protection Association (NFPA)](http://www.nfpa.org)
- [National Highway Transportation Safety Administration (NHTSA)](http://www.nhtsa.gov)
- [National Council on Fireworks Safety](http://www.ncfsafety.org)
- [National Transportation Safety Board (NTSB)](http://www.ntsb.gov)
- [Occupational Safety and Health Administration (OSHA)](http://www.osha.gov)
Healthcare Liability Resources
A healthcare resource guide designed to for schools and parishes to deal with students, volunteers, parishioners, and staff. Dozens of articles, flyers, brochures, web sites relating to health care.

Healthcare Liability Resource Guide

Safe Medication Administration
- Medication Administration Training Power Point
- Medication Administration Training Quick-Guide
- Sample Policy for Medication Administration
- Best Practice Guidelines for Medication Administration "CARES"

Food Allergies
- Food Allergies Booklet
- Food Allergies Poster

Severe Diabetic Response
- Diabetic Quick-Guide
- Diabetic Brochure

Recognizing Drug and Alcohol Use
- Drug Use Resource Chart and Booklet

Suicide Prevention
- Suicide Brochure

Lice and Bed Bugs
- Lice Booklet
- Bed Bug Power Point

Complying with Bloodborne Pathogens
- Bloodborne Pathogen Power Point

Implantable Cardiac Defibrillators
- ICD Fact Sheet
- ICD Poster
- ICD Safety Guidelines

Seizures
- Seizure Booklet

Asthma
- Asthma Booklet

Flu Prevention and Hand Washing
- Hand Hygiene Power Point
- Breaking the Chain of Infection Power Point
- Flu Prevention Flyer

Biohazard Waste
- Biohazard Brochure

First Aid
- First Aid Quick-Guide

Sports Injuries, Head Trauma, and Loss of Consciousness
- Concussion "CARES"
- Concussion Poster

Childhood Obesity
- Childhood Obesity Power Point
- Childhood Obesity Poster
Claims

Report of Property Loss
Report of Liability Loss
Report of Accident (Vehicle)

Member Services

Online Forms
  Property Change Form
  Certificate of Coverage Request
  Special Events
  Special Events Guidelines