

SECTION:	PUBLIC RELATIONS	POLICY NUMBER:	PR 05-025
SUB-SECTION:	Patient/Community Relations	EFFECTIVE DATE:	2009-12-03
SUBJECT:	Disruption of Services	LAST REVISION DATE:	

POLICY:

1. Cornwall Community Hospital is committed to providing exceptional and accessible service for all employees, members of the professional staff, volunteers, stakeholders, contracted service staff and clients. Persons with disabilities will be given an opportunity equal to that given to others, to obtain, use or benefit from services provided by and on behalf of the organization.
2. Cornwall Community Hospital is cognizant that the operation of its services and facilities is important to the public; however, temporary disruptions may occur due to reasons that may or may not be within the Hospital's control or knowledge. The Hospital will make reasonable efforts to provide notice to the public of planned service or facility disruptions, including information about the reason for the disruption. When there is an unplanned disruption the Hospital will provide notice as soon as possible.

PROCEDURE:

The Corporate and Public Communications Department will:

- Provide notice of planned service/facility disruptions in any of the following manners, as deemed most effective: post notices in visible places on the premises, on the hospital website, via newspaper and/or radio advertisement.
- Include in the notice information on alternate arrangements, if available/applicable.

The Logistics and Equipment Planning Department will:

- Provide notice of disruption of service within Hospital to staff as it pertains to the Capital Redevelopment Project.

APPENDICES:	
REFERENCE DOCUMENTS:	<ul style="list-style-type: none"> • <i>Accessibility for Ontarians with Disabilities Act, 2005 (AODA)</i> • <i>Ontarians with Disabilities Act, (ODA)</i> • CCH Policy No. CM 05-085 - Public Communication Materials • CCH Policy No. CM 05-075 - Public Communications
REPEALED POLICIES:	
APPROVAL PROCESS:	Accessibility Committee – October 26, 2009

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	Senior Administration Team – December 1, 2009 Board of Directors – December 3, 2009
APPROVAL SIGNATURE:	Jeanette Despatie Chief Executive Officer

Version française disponible sous l'objet "Perturbation des services"

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