

MASH Project (Safe Work Certification) Project Layout

Phase 1	Phase 2	Phase 3	Phase 4
<p>Stage 1</p> <ul style="list-style-type: none"> • Determine Scope (# of staff, committees, building, who requires training) • Initial meeting with site leadership to discuss audit and training requirements • Initial Communication from Senior Leadership 	<p>Stage 1</p> <ul style="list-style-type: none"> • High-level pre-gap audit assessment (policies, processes, safe work procedures, documentation, etc.) with the “MASH Audit Documentation List”. • Identify gaps – compare to completed audits for transferrable items • Determine rollout items • Develop a documentation collection strategy 	<p>Stage 1</p> <ul style="list-style-type: none"> • Rollout of gaps identified. • Communication strategies (Monthly) 	<p>Stage 1</p> <ul style="list-style-type: none"> • Final audit prep items • Roll out interview questions prep for staff. • Have completed all MASH Audit Application Training requirements – goal 100%
<p>Stage 2</p> <ul style="list-style-type: none"> • Begin MASH Training based on scope above – goal 25% • Communicate the project to all applicable stakeholders at the site. • Site MASH Working Group • MASH Audit Application 	<p>Stage 2</p> <ul style="list-style-type: none"> • Begin gathering documentation. • Begin communication strategies (Safety Talks, update meetings, etc.) (Monthly) • Continue MASH Training – goal 50% 	<p>Stage 2</p> <ul style="list-style-type: none"> • Rollout of gaps identified. • Quarterly update meetings • Observations gap assessment and corrections. • MASH Gap audit • Continue MASH Training – goal 75% 	<p>Stage 2</p> <ul style="list-style-type: none"> • Interview scheduling • Roll out interview questions prep for staff • Audit dates scheduling