

# VALLEY MANOR



<b>SUBJECT: Scent free Environment Awareness</b>		<b>POLICY #:</b> <b>PAGE: 1 of 1</b>
MANUAL :	All Departments	REFERENCES:
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PAST REVISIONS:		RESPONSIBILITY: Health & Safety Committee
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**Policy:** Valley Manor supports the creation of a fragrance awareness program whereby residents, staff and visitors, who access our services, are not subjected to any exposure that can affect their health.

All staff and visitors are encouraged to refrain from using, wearing and bringing scented products and materials into Valley Manor. We do not prohibit the use of these products, but ask to limit the use of these items.

## **Procedure:**

To limit exposure, we encourage everyone to :

- a. Use non-scented body products (e.g. perfume, cologne, lotions, scented hair products, etc...)
- b. Refrain from the use of optional items that give off scents (i.e. potpourri and flowers).
- c. Use the least toxic cleaning products, disinfectants and paints that are commercially available and store these products in tightly closed, ventilated areas away from staff and visitors.

## Notifications

- a. Signage informing staff and visitors of these guidelines are posted at the entrance to the building and in common congregation areas, such as visiting rooms and washrooms.
- b. Flyers and posters advertising events to be held at Valley Manor will also include the above statement.
- c. In reaction to an exposure, staff are requested to:
  - Remove yourself from the exposure, and
  - Report to your immediate supervisor as soon as possible.
- d. Guest washrooms will still have air fresheners provided for hygienic purposes.