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|  Policies - Operations  |
| [**Business Continuity and Disaster Recovery**](https://files.sellrstores.com/files/5503600/BCaDR_062018.pdf)**Clients’ Finances****Communications**[**Complaints**](https://files.sellrstores.com/files/5503600/C_062018.pdf)**Confidentiality****Consent to Care and Treatment including MCA 2005 and DOLS**[**Dealing with Violence and Aggression**](https://files.sellrstores.com/files/5503600/DwVaA_062018.pdf)**Dignity and Respect****Duty of Candour** **Email and Internet Use** **End of Life Care** | **Fit and Proper Persons****Good Governance****Intimate Care and Safe Touch****Key Holding and Access****Meeting Nutritional and Hydration Needs****On Call****Person Centred Care****Quality Assurance + Version 2****Record Keeping- Clients and Staff****Social Media****Use of Mobile Phones at Work** |
| Policies – Health and Safety |
| **Accident Investigation****Alcohol and Drugs****Challenging Behaviour and Restraint****Clinical Waste****COSHH****Display Screen Equipment****E Cigarettes****Fire Safety****First Aid****Food Safety and Hygiene**[**Health and Safety**](https://files.sellrstores.com/files/5503600/HaS_062018.pdf)**Infectious Diseases** | **Lone Working****Manual Handling****Medicines Assistance and Administration****Risk Assessment****Safe Care and Treatment**[**Safeguarding**](https://files.sellrstores.com/files/5503600/Sg_062018.pdf)**Smoking at Work****Stress Management****Use of cars at Work****Workplace Equipment** |

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| Policies – Human Resources |
| **Absence and Sickness****Annual Leave****Anti-Bribery, Gifts and Wills****Ant-Harassment and Bullying****Business Ethics****Capability and Performance****Capability, Illness and Disability****Data Protection Breach Notification**[**Data Protection Clients**](https://files.sellrstores.com/files/5503600/DPC_062018.pdf)**Data Protection Data Transfer Security****Data Protection Employees****Data Protection Subject Access Request****Data Protection Data Subject Rights****Dignity at Work - Employees****Disclosure and Barring****Domestic Emergencies****Dress Code****Employee Code of Conduct****Employee Communications and Consultation**[**Employee Discipline**](https://files.sellrstores.com/files/5503600/ED_062018.pdf)[**Employee Grievances**](https://files.sellrstores.com/files/5503600/EG_062018.pdf)**Employee Supervision****Employee Welfare****Employees with Caring Responsibilities****Engagement of Volunteers** | **Equal Opportunities - Disability****Equal Pay****Equality and Diversity****Flexible Working** **Handling Disclosure Information** **Induction Training** **Jury Service** **Learning and Development** **Maternity Leave and Pay** **Overtime** **Parental Leave** **Part-Time Workers** **Paternity Leave** **Performance Improvement Programme** **Probationary Periods** **Recruitment and Selection** **Recruitment of Ex-Offenders** **Recruitment Referral Bonus** **Temporary and Fixed Term Workers** **Territorial Army** **Time off for Dependants** **Time off for Public Duties****Time off for Religious Observance****Time off for Training** **Timekeeping** **Whistleblowing** |