

**DIGNITY HEALTH  
ADMINISTRATIVE POLICY AND PROCEDURE**

**FROM:** Dignity Health Mission Integration

**SUBJECT:** Environmental Policy and Statement of Principles

**EFFECTIVE DATE:** January 17, 2012

**REVISED:** March 30, 2010; (6.50) July 16, 2002; March 19, 1996

**ORIGINAL EFFECTIVE DATE:** (6.50) March 19, 1996

**REPLACES:** Governance Policy 6.50, Environmental Policy and Statement of Principles: July 16, 2002; March 19, 1996;

**APPLIES TO:**

System Offices:	<u>    X    </u>
Acute Care Entities:	<u>    X    </u>
Non-acute Care Entities:	<u>    X    </u>

**I. POLICY**

Dignity Health manages its operations in a manner demonstrably protective of human health and the environment. Dignity Health seeks new and better ways to meet its environmental-goals through conservation, reduction, reuse and recycling programs. Dignity Health is committed to improving environmental management in its hospitals and to partnering with others in its community to safeguard the health of people and planet. -

**II. PURPOSE**

The purpose of this policy is to articulate Dignity Health's commitment to respect and protect Earth and its endorsement of the Ceres Principles for environmental protection and conservation.

Ceres is a non-profit organization comprised of leading social investors, environmental groups and public entities. Ceres promotes environmentally responsible economic activity for a just, healthy and sustainable future throughout the world. The Ceres Principles provide a model corporate code of environmental conduct. Companies that endorse the Ceres Principles pledge to monitor and improve their environmental practices. These companies conduct an internal

environmental audit and complete an annual public report according to a standard format.

### **III. PRINCIPLES**

These principles, known as the Ceres Principles, guide Dignity Health's internal practices and its healthier communities initiatives. Adherence to these principles will ensure consistent, measurable progress in Dignity Health's efforts to meet the needs of the present without compromising the ability of future generations to meet their own needs.

- A. In an effort to minimize environmental damage to the air, water, earth or persons, we will:
  - Use environmentally responsible products as much as possible, and
  - Reduce and make continual progress toward eliminating the use of any substance that causes environmental damage or health or safety hazards.
- B. We will make sustainable use of renewable natural resources. We will conserve non-renewable natural resources through efficient use and careful planning.
- C. We will reduce and, where possible, eliminate waste through product and packaging source reduction, re-use and recycling. All waste will be handled and disposed of through safe and responsible methods.
- D. We will conserve energy and improve the energy efficiency of our operations. We will make every effort to use and promote environmentally safe and sustainable energy sources.
- E. We will strive to maximize the health and safety of our employees through maintaining the health of the environment in which they work. We will maintain safe technologies, facilities and operating procedures and effective emergency preparedness programs.
- F. We will promptly and responsibly correct conditions we might cause that endanger health, safety or the environment. To the extent feasible, we will redress injuries we might cause to persons or damage we have caused to the environment.
- G. We will inform in a timely manner those persons who are adversely affected by conditions we cause and of the measures and safeguards we have implemented to guard health, safety and the environment. We will regularly

seek advice and counsel through dialogue with persons in communities near our facilities.

- H. We will make collaborative education and training programs available within our communities so that everyone has an opportunity to participate in implementing these principles.
- I. We will develop processes for self-evaluation of our environmental practices and prepare an annual report on our progress in implementing this environmental policy.

*Disclaimer: These Principles establish an environmental ethic with criteria by which environmental performance can be assessed. In endorsing these principles, Dignity Health pledges to go voluntarily beyond the requirements of the law. The terms may and might are not meant to encompass every imaginable consequence, no matter how remote. Rather, these Principles obligate Dignity Health to behave as prudent persons who are not governed by conflicting interests and who possess a strong commitment to environmental excellence and to human health and safety. These Principles are not intended to create new legal liabilities, expand existing rights or obligations, waive legal defenses, or otherwise affect the legal position of Dignity Health.*

#### **IV. PROCEDURES**

- A. ENVIRONMENTAL ACTION COMMITTEE - An Environmental Action Committee, appointed by each hospital's President, is responsible for:
  - 1. Establishing annual goals for improved environmental performance;
  - 2. Monitoring and communicating progress toward those goals;
  - 3. Submitting quarterly and annual reports to the hospital community board and the Dignity Health board of directors;
  - 4. Overseeing implementation of the environmental policy;
  - 5. Educating employees on environmental issues, and encouraging them to work in an environmentally responsible manner;
  - 6. Seeking opportunities to partner with others in the community in support of ecological projects and advocacy initiatives.

The Environmental Action Committee (EAC) (or equivalent) may be an independent committee or a sub-committee of the Health and Environment of Care/Safety Committee. Optimally, the EAC includes representation from:

Patient Services	Housekeeping
Mission Services	Dietary
Community Benefit	Pharmacy
Risk	Infection Control
Purchasing	Laboratory
Engineering	Safety and Security
Maintenance	Administration

Employees who show a particular interest or desire to assist.

The EAC meets regularly, keeps minutes of its meetings and reports to the Community Advisory Board on key environmental issues.

- B. ENVIRONMENTAL LEADERSHIP - Dignity Health and its hospitals will work to become environmental leaders among health care providers. We will establish and maintain environmental programs that will be viewed as state-of-the-art within the health care industry and the healthier communities movement. We will endeavour to influence public and corporate policies. We will encourage our business partners to adopt a comprehensive approach to environmental responsibility in the development and provision of their products and services.
- C. LEGAL COMPLIANCE - Each hospital will comply with all applicable environmental laws. Upon discovery of any issue of non-compliance, the facility shall act immediately to remedy the situation and notify the Dignity Health Legal Department.
- D. RISK CONTROL - Each hospital will actively avoid unacceptable risks to the environment and will minimize risk to the System from previous, existing and potential environmental conditions.
- E. WASTE MINIMIZATION - Each hospital will pursue systematically opportunities to minimize the quantity and toxicity of waste that results from its activities. Each hospital will initiate processes to achieve applicable percentages and timelines for reducing solid waste generation.
- F. ENERGY USE MINIMIZATION - Each hospital will monitor and evaluate its energy usage and will implement goals and procedures for increased energy efficiency.
- G. ENVIRONMENTAL COORDINATORS AND MANAGERS - The Environmental Action Committee, Product Review Committee, and Environment of Care/Safety Committee shall seek input and provide direction, guidance, and resource recommendations to the hospital President

for approval which are designed to assure successful implementation of hospital and system goals and objectives in environmental health.

The director/manager and supervisors of each department will assure successful implementation of hospital/system goals and objectives in support of a healthy environment as well as compliance with laws directly associated with his/her particular functions and services.

- H. TRAINING AND AUDIT - Each hospital will participate in environmental training, awareness, and audit programs.
- I. BENCH MARKING/SHARING OF BEST PRACTICES - Opportunities for systemwide sharing of best practices will be provided on a regular basis.
- J. ENVIRONMENTAL REPORT - As part of the commitment to this Policy, each hospital will submit quarterly and annual environmental reports to its Community Board of Directors and to the Dignity Health Board of Directors. Hospital reports will be compiled in a systemwide report that will be available to the public. Each hospital will communicate our environmental commitment to patients and public and encourage them to support it.