



Site Profile & Checklist

Site Name: _____
Site Address: _____
Site Phone Number: _____
On-Site Contact: _____
Secondary Contact: _____
of Staff on site during shift: _____
Location of Panic Button/Site Phone: _____
Location of Staff Room + Washroom: _____
of Exits + Location of Muster Points: _____

Physical Environment:

- Table
- Chair (x2 if peer is present)
- Outlet w/ stable power source (within reach of the table)
- Clear pathway to and from table
- Table is visible/in direct eyesight of other staff
- Exits are clearly marked
- Garbage can/safe disposal method

Knowledge of Site Protocols:

- Fire Protocol
- Earthquake Protocol
- Aggression/Escalating Behaviors Protocol
- OH&S Board and Information Location
- Needle Disposal + Drug Disposal Protocol
- Site Rules (Space & Behavior)
- Bear Spray Protocol