

Keeping you safe



Easy English



Central Bayside Community Health Services

Our services include

- Adult Community Options
- NDIS Support Coordination
- Social Support Groups
- Primary Health - Therapy Services
- Primary Health - Child and Family Services

Hard words



This book has some hard words.

When we write a hard word for the first time

- the word is in **blue**
- we write what the hard word means.



You can get someone to help you

- read this book



- understand this book



- find more information.

About this book

This book is by Central Bayside Community Health Services.

When we say **we** it means Central Bayside Community Health Services.



Keeping you safe

This book is about how we keep you **safe**.

Safe means **not** at risk of a problem or accident.



We want to be a safe place for



- you



- your family

- staff



- volunteers and visitors

How we keep you safe

We will keep you safe in different ways.

We will make sure



- our day centres are safe



- our community activities are safe



- our transport is safe



- we keep the right information



- we know about your **supports**.

Supports means the things that help you to meet your goals.

Staff will keep you safe

Staff means the people who work for us.

We will make sure our staff keep you safe.

Staff will



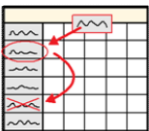
- have the right training



- know about your supports



- say if we think you need more supports



- help you to change your supports



- know if there are any risks



- know how to help you safely

Risks



A risk is a thing that could make an accident or a problem happen.



We will try our best to stop problems happening.



If a problems happens, we will try to fix it.

Information



We use information to keep you safe.

We keep



- health information



- information about your supports

For example



we ask you about your medicine.



If something is not safe

You can help us to keep you safe.

You can tell us if you



- feel unsafe



- see something that is not safe



- hear something that is not safe.

You can tell



- your support worker



- other staff



Email

feedback@cbcshs.org.au



More information

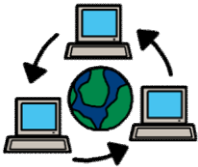
You can contact us if you have any questions.



Call 03 8587 0200



Email NDIS@cbchs.org.au



Website www.cbchs.org.au



National Relay Service

Help for people with hearing or speech difficulties.

Call 1800 555 660

Website communications.gov.au/accesshub/nrs

Notes

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