

Clyde Saiki, Chief Administrative Officer
Authorized Signature

Number: AS-PT-04-010
Issue Date: 06/30/2004

Topic: Agency-wide Policy

Transmitting (check the box that best applies):

- New Policy
 Policy Change
 Policy Clarification
 Executive Letter
 Administrative Rule
 Manual Update
 Other: _____

Applies to (check all that apply):

- All DHS employees
 County Mental Health Directors
 Area Agencies on Aging
 Health Services
 Children, Adults and Families
 Seniors and People with Disabilities
 County DD Program Managers
 Other (please specify):

Policy/Rule Title:	Workplace Effects of Domestic Violence		
Policy/Rule Number(s):	AS-080-009	Release No:	1.0
Effective Date:	06/14/2004	Expiration:	N/A
References:			
Web Address:	http://www.dhs.state.or.us/policy/admin/safety/080_009.htm		

Discussion/Interpretation: This policy was created to increase awareness of DV, provide guidance to employees and managers, provide a confidential means for coming forward for help, resources, and referral information, and to provide precautions for all employees.

Implementation/Transition Instructions: No special actions are required for implementation.

Training/Communication Plan: This policy transmittal provides formal announcement of the policy. No training is planned or required.

Local/Branch Action Required: Ensure that all employees are aware of the policy, are given an orientation to it's contents, and know how they can access it without going through a supervisor.

Central Office Action Required: Respond to questions or concerns, review the policy and procedures annually and update as necessary.

Field/Stakeholder review: Yes No

If yes, reviewed by: HR external policy review group. Sent to AFSCME, SEIU, and ONA.

Filing Instructions: No paper copies are distributed for filing. DHS Agency-wide policies are located on the DHS web site at <http://www.dhs.state.or.us/policy/admin/>

If you have any questions about this policy, contact:

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