

Firearms and Weapons in the Workplace

Facility	Policy #	Effective Date	Review Date
			2-14-2020
Regulatory Reference Source			
State Operations Manual F-Tag #			
CFR Reference			
MDS Version 3.0			

Policy

A safe and secure environment is fundamental for fulfilling our company's mission of providing health care services. Our company is committed to maintaining a safe and secure environment for our employees, resident and visitors and a workplace that is free of violence.

The use of guns and concealed weapons in the workplace is governed by the new Alabama law effective 1 August 2013.

This policy applies to all employees, visitors, residents, or any other individuals on facility property.

Purpose

This policy will govern the ability of employees, visitors, residents, or any other individuals to possess guns or certain concealed weapons on the premises of the facility.

This policy addresses the following, but will not be limited to:

1. The ability of employees to keep guns and other concealed weapons in their vehicles in the facility parking lots as limited by the Alabama law.
 2. The inability of any employee, visitor or other individual to bring a gun or concealed weapon inside any the facility at any time.
 3. Limitations on which employees may keep concealed weapons or guns in their vehicles in parking lots.
 4. The ability of the facility to inquire of an employee's credentials to keep a gun in a vehicle in the parking lot.
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1. Alabama passed the concealed and open-carry laws to insure that law abiding citizens have access to guns. In accordance with this law, the facility will comply with the law as drafted and allow employees, visitors, residents, and any other individuals to possess an appropriate gun or weapon in approved parking space on the facility parking lots.
 2. Under no circumstances will any employee, visitor, resident, or any other individual bring any gun or concealed weapon inside the facility. Violation of this policy will result in immediate termination of an employee and possibly the

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implementation of a facility “alert code” command being issued and the appropriate law enforcement personnel being contacted.

3. Qualified employees who have a concealed weapon permit may bring guns and concealed weapons and keep them in their vehicle in the designated parking spaces of the facility. This includes hunting guns and rifles that can be stored in their vehicles at work. To qualify for this, the employee must have a concealed weapon permit or a hunting license, and his vehicle must be parked in a location approved by the facility. The firearm must be out- of-sight and unloaded while the employee is in the vehicle. If the employee is not in the vehicle, the firearm must be out-of-sight and locked inside the vehicle or inside a secure compartment affixed to the vehicle.
4. If the facility or any member of management believes an employee presents a safety risk to themselves or others or is otherwise not in compliance with the law, the facility management may ask the employee if he or she has a weapon in his or her vehicle. The facility management may also confirm that the employee is following the law's requirements for securing the weapon. Employees who have not complied with the law's requirements for having a concealed weapon permit or hunting license or other requirement is subject to discipline.
5. The facility also will not extend the concealed weapon privilege for guns kept in a locked vehicle in the parking to any employee, visitor, or any other individual who has been convicted of a violent crime or domestic violence, is subject to any restraining order, has been previously committed to a psychiatric hospital, or who has committed prior acts of workplace violence or made violent threats.

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Procedure

1. For the individual to be in compliance with the Alabama law, he or she must conceal the weapon in the locked vehicle in the appropriate parking spaces at all times.
2. If the facility management has a concern about the safety of its residents because of acts by an employee with a gun or firearm in his or her locked vehicle, the facility management should question the employee about his or her fitness and mental capacity at work. If the facility management believes that the employee constitutes a threat to the safety of co-employees, residents, visitors, or any other individuals in the facility, facility management should immediately ask the employee to leave.
3. If the employee refuses to leave or indicates that he will use the firearm in any manner, an "alert code" should be issued immediately. Law enforcement and 911 should be contacted. If the administrator is not in the facility, they should be contacted immediately.
4. After the situation has been resolved and a disposition of the individual has been determined, debriefing with the staff, residents, and any other individual(s) involved is essential.
5. An employee who becomes aware of a violation of this policy or knows someone is a threat to the facility is required to report this information immediately to his/her supervisor.
6. Violation of this policy is considered a serious offense that endangers the safety of the facility residents, visitors and employees. Therefore, this offense may result in disciplinary action up to and including termination and criminal prosecution.

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Responsibility

The Administrator is responsible for the implementation and overall compliance of this policy and procedure. This also includes;

- the training of employees and supervisors on this policy, and
- ordering and maintaining proper signage indicating that guns are not allowed in the facility at any time.

Inquiries concerning this policy should be directed to: _____

Who may be reached at (____)____ - _____.