



CALIFORNIA WORKPLACE VIOLENCE MANDATE FAQs

California's Workplace Violence mandate goes into effect on July 1, 2024, but the time to start preparing is NOW.

What do employers have to do to comply with California's new Workplace Violence Prevention Law?

The legislation mandates:

- Annual workplace violence prevention training (SHIFT can help!)
- A written, easily accessible Workplace Violence Prevention plan (SHIFT can help!)
- Creation of a violent incident logs
- Creation and retention of other various records

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What type of employers do these new requirements apply to?

A brief answer: almost every employer in the state of California. There are few exceptions, including:

- Healthcare Employers (already covered by CAL/OSHA Violence Prevention in Healthcare standard)
- Remote workers
- Locations not open to the public where fewer than 10 employees work at a given time
- Department of Corrections and Rehabilitation and law enforcement agencies

What is the deadline for compliance?

Employers take all steps necessary to create, implement, and maintain a WVPP by July 1, 2024. Employers should not wait until the last minute. There are some time-consuming requirements.

How does the law define Workplace Violence?

“Workplace Violence” means any act of violence or threat of violence that occurs at the workplace. The term workplace violence shall not include lawful acts of self-defense or defense of others. Workplace violence includes any of the following:

- The threat or use of physical force against an employee that results in, or has a high likelihood of resulting in, injury, psychological trauma, or stress, regardless of whether the employee sustains an injury.
- An incident involving the use of a firearm or other dangerous weapon, regardless of whether the employee sustains an injury.

What needs to be included in the Workplace Violence Prevention Plan? Is there a model plan?

Hot off the presses! Cal/OSHA has just released a fact sheet for employers as well as a model training plan. You can find that here:

[Workplace Violence Prevention for Employers Fact Sheet](#)

[Model Written Workplace Violence Prevention Plan](#)

What are the training requirements?

Training must be completed by July 1, 2024. After the first round of training, the law requires annual or additional training when new or previously unrecognized workplace violence hazards are identified, or when employers change their plan. Training must include:

- The employer's Plan and how employees can obtain a free copy of the Plan
- How employees can participate in development and implementation of WVPP
- How to report workplace violence hazards and workplace violence incidents without fear of reprisal
- Workplace violence hazards specific to employees' jobs
- Corrective measures the employer has implemented
- How to seek assistance to prevent or respond to violence
- Strategies to avoid physical harm
- Information about the violent incident log and how employees can obtain a copy
- Interactive Q&A with the PMK

Can we use an online training program?

- SHIFT offers an online training program that complies with the California mandate, and to learn more, click [here](#).

How would we go about customizing an online training for compliance?

SHIFT will provide you with a detailed template outlining the information you need to include from your WVPP. SHIFT's Product and Implementation team will then work to include your details into the training.

How do you handle the requirement for interactive questions in the training?

In the customization process, we will require organizations to provide contact information for the person or team responsible for responding to questions raised by employees. Cal/OSHA provided guidance on this in the Violence Prevention in Healthcare regulations:

“Training not given in person shall fulfill all the subject matter requirements of subsection (f) (1) and shall provide for interactive questions to be answered within one business day by a person knowledgeable about the employer's workplace violence prevention plan.”

What do we need to do to get started in order to be in compliance by July 1?

Begin the process today! Determine who in your organization will be responsible for the plan and allow for time-consuming steps including:

- Getting input from employees (and union representatives if applicable) when creating the plan
- Developing procedures to identify workplace hazards and respond to and maintain records of workplace violence incidents
- Training all employees and supervisors

Where can we go for help in putting together our Workplace Violence Plan?

If you need help from outside legal counsel to develop your WVPP, reach out to SHIFT for an introduction to our partner law firm in California that can provide assistance in developing a compliant plan.

Where can we go for help in implementing a compliant online training course?

Reach out to SHIFT. Compliant courses require customization using details from your WVPP. SHIFT's expert team will walk you through the customization process and work closely with you every step of the way.

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