

Cedric Dean Holdings, Inc.

Peer Support NC Program
Environmental Care Plan Policy

1. Policy Title

Environmental Care Plan Policy

2. Effective Date

Effective: January 21, 2026

Review Cycle: Annual and as required by regulatory, operational, or facility changes

3. Policy Statement

Cedric Dean Holdings, Inc. (CDH) is committed to maintaining **safe, clean, supportive, and environmentally responsible service environments** that promote the dignity, health, and well-being of all participants, staff, and visitors within the Peer Support NC Program.

This policy establishes standards for environmental care, sanitation, safety, and sustainability to ensure compliance with **North Carolina DHHS, Medicaid, OSHA, and local public health requirements**, while fostering a trauma-informed and recovery-oriented setting.

4. Scope

This policy applies to:

- All CDH-owned, leased, or operated facilities
- Administrative and service delivery locations
- Residential, community-based, and mobile service environments (when applicable)
- All staff, contractors, and vendors engaged in environmental, custodial, or facility-related services

5. Definitions

Environmental Care:

The ongoing management of physical environments to ensure cleanliness, safety, accessibility, comfort, and regulatory compliance.

Hazard:

Any environmental condition that poses a risk to health, safety, or property, including spills, structural damage, poor air quality, unsafe temperatures, or sanitation failures.

Sanitation:

Practices and procedures that maintain hygienic conditions through cleaning, disinfection, and waste management.

6. Guiding Principles

CDH's Environmental Care Plan is guided by:

- **Health and Safety First**
- **Dignity and Respect for All Individuals**
- **Regulatory Compliance**
- **Environmental Responsibility and Sustainability**
- **Prevention Over Reaction**
- **Transparency and Accountability**

7. Environmental Care Objectives

CDH shall:

- Maintain clean, safe, and welcoming environments
- Prevent environmental hazards through proactive monitoring
- Promote infection control and sanitation standards
- Ensure accessibility and trauma-informed design considerations
- Support environmentally sustainable practices
- Maintain readiness for inspections, audits, and regulatory reviews

8. Environmental Standards

8.1 Cleanliness and Sanitation

CDH shall ensure:

- Daily cleaning of high-touch and common areas
- Routine disinfection of restrooms, kitchens, and service spaces
- Use of approved cleaning and disinfecting agents
- Safe storage of cleaning supplies and chemicals
- Compliance with public health and infection control guidelines

8.2 Safety and Hazard Prevention

CDH shall:

- Conduct regular safety and environmental inspections
- Address spills, debris, and hazards immediately
- Maintain clear and accessible exits and walkways
- Ensure proper lighting and ventilation
- Monitor indoor air quality and temperature controls

8.3 Accessibility and Dignity

CDH shall maintain environments that:

- Are accessible to individuals with disabilities
- Respect privacy and personal space
- Support trauma-informed and recovery-oriented care
- Promote a calm, respectful, and inclusive atmosphere

9. Sustainability and Environmental Responsibility

CDH commits to:

- Responsible energy and water use
- Waste reduction and recycling initiatives (where available)
- Environmentally preferable cleaning products when feasible
- Minimizing unnecessary consumption of resources
- Supporting community and environmental stewardship efforts

10. Roles and Responsibilities

10.1 Executive Leadership

- Approve environmental policies and resources
- Ensure organizational compliance and accountability
- Review environmental risk and performance reports

10.2 Program Director / Compliance Officer

- Maintain this Environmental Care Plan
- Coordinate regulatory and audit responses
- Ensure staff training and documentation compliance
- Oversee corrective actions for environmental concerns

10.3 Facilities / Operations Manager (or Designee)

- Conduct routine inspections and audits
- Manage custodial services and vendors
- Maintain cleaning schedules and logs
- Ensure prompt response to environmental hazards

10.4 Staff and Contractors

- Follow environmental safety and sanitation procedures
- Report hazards, spills, or unsafe conditions immediately
- Support infection control and cleanliness standards

11. Infection Control and Public Health Measures

CDH shall:

- Follow state and local public health guidance
- Promote hand hygiene and respiratory etiquette
- Maintain availability of sanitation supplies
- Implement enhanced cleaning during public health emergencies
- Support isolation or safety protocols when required

12. Environmental Incident Reporting

All staff must:

- Report environmental hazards or sanitation failures immediately

- Document incidents using CDH reporting procedures
- Participate in corrective action and follow-up measures

Critical incidents shall be escalated to Executive Leadership and regulatory bodies as required.

13. Documentation and Recordkeeping

CDH shall maintain:

- Cleaning and maintenance logs
- Environmental inspection reports
- Incident and corrective action records
- Vendor service agreements
- Training records related to environmental care

Records shall be retained in accordance with CDH Records Management and Compliance Policies.

14. Training and Awareness

All staff shall receive training on:

- Environmental safety and sanitation procedures
- Hazard recognition and reporting
- Infection control practices
- Sustainability and resource stewardship

Training shall occur upon onboarding and annually thereafter.

15. Regulatory Compliance

This policy aligns with:

- North Carolina DHHS facility and service standards
- Medicaid and MCO operational requirements
- OSHA workplace safety regulations
- Local public health and environmental codes
- Fire and building safety standards

16. Non-Retaliation Policy

CDH prohibits retaliation against any individual who reports environmental hazards or compliance concerns in good faith.

17. Disciplinary Action

Failure to comply with this policy may result in:

- Retraining
- Corrective action plans
- Disciplinary measures
- Contract termination
- Regulatory notification, when required

18. Policy Review and Revision

This policy shall be reviewed:

- Annually
- After any critical environmental or safety incident
- Following regulatory updates
- When facility or service models change

19. Approval and Authorization

Approved By:

Cedric Dean, Chief Executive Officer
Cedric Dean Holdings, Inc.

Signature: _____

Date: January 21, 2026

20. Organizational Commitment Statement

Cedric Dean Holdings, Inc. affirms that **safe, clean, and responsible environments are essential to healing, dignity, and service excellence**. Through proactive care, sustainability, and regulatory compliance, CDH commits to creating spaces where individuals can thrive and communities can trust the services we provide.