



Client Risk Assessment Policy and Procedure

1) Policy

Dudley Mind has a robust approach to the assessment and management of risk. We are also sensitive to the fact that our focus on risk may feed into the stigma that surrounds mental health. This said we have a responsibility to our staff to make sure that we minimise any risk to them. We will strike the balance between these two considerations by making it clear to clients that our analysis of risk is both broad and integral to our recovery ethos. We will make it clear to clients that we do not consider them to be any more or less dangerous to our staff than any other member of our community. We will involve clients in the risk assessment process so that they can at first hand that we are none judgemental.

2) Initial Assessment of Risk

- 2.1 The completed Referral Form, Risk Screening Tool, and the referral interview will allow staff to identify whether there is risk of harm connected with the client, and whether it can be managed within the services offered by Dudley Mind. If any risks are identified by the risk screening tool each of these risks must then be identified and considered in greater depth on the risk management form. To help with completion of the risk screening tool refer to the comprehensive list of risk factors included with this procedure.
- 2.2 The Risk Screening Tool is completed at the point of referral, and also when there is a change in the client's circumstances such as change in medication, self harm, relationship breakdown, substance misuse, changes in behaviour etc. There must be a review of risk every three months, and every six months this review must involve two members of staff.
- 2.3 Staff will develop an example risk assessment / management form so that they can share ideas and good practise.

3 Risk Assessment & Risk Management

- 3.1 Once the client has started to receive a service, staff will be observant and sensitive to any increased risk of harm by the client to themselves or others. This should be followed up with a Risk Management Form.

- 3.2 A new Risk Screening Tool should be completed each time there is a change in the client's behaviour or circumstances that increases the risk that they present to themselves or others. This should be followed up with a Risk Management Form.
- 3.3 The client should be involved in the analysis of risk and the subsequent Risk Management Plan. The only reason not to involve the client immediately would be if the support worker judges that such open discussion might increase the likelihood of harm. The lack of such involvement will always be discussed with the team and recorded on the form. A copy of the risk management form should always be given to the client and any professionals involved in the client's care other than in exceptional circumstances which will be discussed with the team manager.
- 3.4 The Risk Management form will be updated/reviewed at the same time as the Recovery Plan is reviewed every three months.
- 3.5 The management of risk may include a need to refer the client, or to obtain consultation from, another relevant specialist team or external agency. The management of risk may also involve a review of the service, change in the way the service is delivered or a request for an urgent professionals meeting. This will be discussed with the client wherever possible. Close attention should also be paid to the lone working procedure.
- 3.6 Where high risks are identified, relevant professionals involved in the clients' care, and appropriate others, will be informed (see Confidentiality Statement).

4 Positive Risk Taking

- 4.1 If a client wishes to make a change in their life (e.g. managing their money independently, resettlement or finding work), any potential risks associated with this will be discussed with the client, and documented on the Risk Management Form in order to maximise the chances of success. We will encourage positive risk taking and will support our clients to make changes to achieve their goals. At the same time we will not unduly pressurise clients to make changes that they are not ready for.

5 Review & Monitoring

- 5.1 The Risk assessment process (risk screening tool and /or Risk Management Form) should be reviewed at least quarterly with the involvement of the client and all relevant services/agencies.
- 5.2 The Risk assessment process should be reviewed following a significant event or incident in the client's life, or a refusal by the client to engage, especially within an essential care or health service.

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5.3 The client can initiate a review at any time.

5.4 It will also be reviewed if the client is given a warning for any reason.

6 Lone Working

5.1 When working alone, staff should follow the procedure on lone working.

Inter-related procedures

Confidentiality Statement
Lone Working Procedure
Protection of Vulnerable Adults
Support Planning Procedure