



Risk Management Policy

December 2024

Introduction

This Risk Management Policy outlines our commitment to identifying, assessing, and managing risks associated with the delivery of care and support services. Our goal is to ensure a safe environment for individuals, staff, and stakeholders while promoting a culture of continuous improvement and proactive risk management.

Policy Statement

We recognise that effective risk management is essential to safeguarding the health and safety of those we serve. We are committed to implementing a systematic approach to risk management that identifies potential risks, mitigates their impact, and ensures compliance with relevant regulations and best practices.

Objectives

1. Risk Identification: Identify potential risks related to care delivery, operations, and the environment.
2. Risk Assessment: Evaluate the likelihood and impact of identified risks to prioritise management efforts.
3. Risk Mitigation: Implement strategies to reduce or eliminate risks, ensuring a safe and secure environment for individuals and staff.
4. Monitoring and Review: Continuously monitor and review risk management processes to improve effectiveness and adapt to changing circumstances.

Risk Management Process

1. Risk Identification:
 - Conduct regular risk assessments across all areas of service delivery and operations.
 - Encourage staff and individuals to report potential risks and incidents.
2. Risk Assessment:
 - Evaluate identified risks based on likelihood and potential impact, categorising them according to severity.
 - Document the assessment process and outcomes in a risk register.
3. Risk Mitigation:
 - Develop and implement action plans to address identified risks, including preventative measures and contingency plans.
 - Assign responsibilities for implementing risk mitigation strategies to specific staff members or teams.
4. Monitoring and Review:

- Regularly review and update the risk register to reflect new risks, changes in circumstances, and the effectiveness of mitigation strategies.
- Conduct periodic audits to assess compliance with risk management practices and policies.

Roles and Responsibilities

1. Management:

- Oversee the implementation of this policy and ensure adequate resources for effective risk management.
- Foster a culture of open communication regarding risk management, encouraging staff to report concerns.

2. Staff:

- Participate in risk identification and assessment activities, contributing to a proactive risk management culture.
- Adhere to established protocols and procedures for risk mitigation.

3. Individuals and Families:

- Encourage individuals and families to voice concerns regarding safety and risk, fostering collaboration in the risk management process.

Training and Support

- Provide training for staff on risk management principles, including risk identification, assessment, and mitigation strategies.
- Ensure that staff understand their roles and responsibilities in maintaining a safe environment.

Incident Reporting and Management

- Establish a clear incident reporting system to document and investigate incidents, near misses, and hazards.
- Analyse incident reports to identify trends and areas for improvement in risk management practices.

Continuous Improvement

- Utilise data from risk assessments, incident reports, and audits to inform continuous improvement efforts.
- Regularly review this policy to ensure it aligns with best practices, regulatory requirements, and organisational goals.

Conclusion

This Risk Management Policy reflects our commitment to maintaining a safe environment for individuals and staff. By implementing a proactive and systematic approach to risk management, we aim to minimise potential risks and enhance the quality of care and support we provide.