

Harrow Shared Lives Scheme Policy & Procedure No. 24

Risk Assessment and Risk Management

Why do we need this policy?

You have the right to feel safe and secure while you are in a Shared Lives (SL) arrangement. You also have the right to choose the risks you want to take, as long as there is a sensible balance between your individual needs and preferences and the well being of Shared Lives Carers and their families or others in the household.

How would this happen?

Taking risks is a normal part of a lifestyle that maximises independence. Your SL Carer will support you to have the kind of life and experiences that you want, doing the things that are important to you and enabling you to take risks in a responsible way.

If everyday events and activities could involve some hazards or potential harm for you or other people around you, you will be able to discuss the risks with your SL Carer and/or SL Worker (and other people when appropriate), and then if necessary agree actions for reducing those risks. This process is called risk assessment and risk management and the agreed actions become a risk management plan.

You will usually have a risk assessment as part of your referral and introduction to Shared Lives, and the Care Management Team will carry this out. Any agreed risk management plan will be added to your Service User Plan and becomes an essential part of this. You will be given copies of the Service User Plan and also the written risk assessment and risk management plan.

The Harrow Shared Lives Scheme provides SL Carers and SL Workers with training, information and ongoing support to enable them to identify hazards and assess risks, to take actions to reduce or remove the risks when appropriate and to record discussions and decisions about this.

A copy of your risk management plan will be given to other people who are involved in supporting you and who need to know how to keep you

safe or need to know how to keep other people around you safe (including themselves).

Any risk assessment and risk management plan will be reviewed regularly and you and/or your representative will take part in the reviews. This will happen at least once a year, or more often if required, and will usually be alongside a review of your Service User Plan.

A risk assessment is also made of your SL Carer's home before they start supporting anyone in a Shared Lives arrangement, and action is taken when necessary to reduce any hazards at the home. This risk assessment of the SL Carer's home is reviewed at least once a year (usually at the time of the SL Carer's annual review).

See these other policies and procedures and documents for further information on:

- Making choices and decisions
- Health and safety
- Safe working practices (including moving and handling)
- Accidents and dangerous occurrences
- Communicable diseases and infection control
- Control of substances hazardous to health
- Fire safety
- First aid
- Food safety and nutrition
- Handling medicines
- Management of people's money, valuables and financial affairs
- Safeguarding against abuse and neglect
- Restrictive physical intervention
- Restriction of liberty
- Aggression towards Shared Lives Carers and workers
- Working with and responding positively to people who challenge services
- Dealing with emergencies and crises
- Being missing from a Shared Lives arrangement
- Lone workers
- Joint working and information sharing
- Training and development
- Service User Plan
- Individual planning, monitoring and review
- Supporting and reviewing SL Carers