

Managing Risks to Participants Policy

Optimum Choice support participants to exercise choice and control. This includes the choice to take reasonable (minimal) risks in the pursuit of goals and in the planning of their support. Whilst we encourage and support the participants to exercise their choice, Optimum Choice have a responsibility under “Duty of Care” of care to protect participants from harm or loss.

Management of risks to participants by Optimum Choice requires that we Identify, document and review all risks for each and every individual participant.

This shall be accomplished by the use of a participant risk assessment in each case.

The participant risk assessment shall be reviewed every three (3) months or sooner if a task changes or further risks are identified. In every participant risk assessment, the participants Lifestyle management plan shall referred too.

Optimum Choice recognises that

- Risks will differ between participants
- Consider and document any risks related to the participant lifestyle plan
- Consider whether existing risk treatment strategies or changes to the risk management plan enable the participant to achieve lifestyle goals and preferences
- Any changes shall incorporate communication / consultation from other personnel, family as well as the participant to ensure a value adding and agreeable process

Optimum Choice personnel responsibilities for Risk Management

- Support participants to communicate and self-advocate (if able), if the participant requests or requires support
- Inform the Optimum Choice team of any changes to a participants safety needs
- Follow the participants risk management plan
- Seek support from Optimum Choice management to manage a risk if required
- Be actively engaged during team meetings to work through risk management issues
- Have a basic understanding of NDIS Quality and Safeguarding Framework and OSH policies

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