Risk Management

## Risk Management Standard - extract from NDIS Practice Standards: Verification Module. This is what you need to demonstrate to the auditor that you meet.

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| **Outcome:** Risks to participants, workers and the provider are identified and managed. |
| **To achieve this outcome, the following indicators should be demonstrated:**  A documented system that effectively manages work health and safety risks is in place, and is relevant and proportionate to the size and scale of the provider and the scope and complexity of supports.  Appropriate insurance is in place, including professional indemnity, public liability and accident insurance. |

## SPIEL – Your explanation to the auditors how you meet the above Standard. For you to read, adapt and then insert into your NDIS Commission On-line Application

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| 1. XXX has a Risk Management System that includes policies for managing WHS and wider risks - refer to attached Risk Management Policy and Safe Practice and Environment Policy. 2. Client/Business/WHS risks and the associated management strategies are documented on the Risk Management Register – see attached. 3. Management of privacy is supported by XXX’s Privacy and Information Management Policy– see attached. Other mitigation strategies are outlined in the Risk Management Register – see attached. 4. A Community Safety Checklist has been developed to assist the safety of the Allied Health Professional (AHP) and the participant when working in the community – see attached.   An In-Rooms Safety Checklist has been developed to assist the safety of the AHP and the participant when delivering services in rooms– see attached.   1. Risks to participant and /or AHP related to the delivery of services are documented on the participant’s Support Plan together with management strategies– see attached.   Participants and their appointed decision makers have the opportunity to discuss the risks associated with achieving their goals and can determine if they want to proceed with the planned supports or explore alternative intervention. Refer to Service Delivery Model (refer to Human Resource Management attachments)  The risk of supports not achieving the expected outcome for the participant is monitored by ongoing review of participant’s progress using the participant’s Support Plan – see attached.  An annual audit of participants’ goal attainment is under taken using the Goal Attainment Quality Improvement (QI) Activity Form – see attached.   1. A Document Control Register is in place – see attached. 2. XXX has appropriate insurances in place – see attached   A Compliance Calendar (refer to Human Resource Management attachments) is maintained ensuring currency is maintained.  *Please refer to Risk Management attachments*  *Risk Management Policy*  *Safe Practice and Environment Policy*  *Risk Management Register*  *Privacy and Information Management Policy*  *Community Safety Checklist*  *In-Rooms Safety Checklist*  *Support Plan*  *Goal Attainment QI Activity Form*  *Insurance Documents*  *Document Control Register* |