

## Risk Assessment - Staff Working Late or Alone

Name of Service User: _____		Assigned Care Worker: _____	
HAZARD / RISK	OBSERVATION		Comments
	YES	NO	
A: THE SERVICE USER & THE DOMICILIARY ENVIRONMENT			
The service user's Assessment of Needs for Care includes identification of high risk issues for Care Staff:	<input type="checkbox"/>	<input type="checkbox"/>	
A full Risk Assessment of the service user's home environment is performed and evaluated to identify areas of risk to staff:	<input type="checkbox"/>	<input type="checkbox"/>	
There is a documented procedure to be followed when entering and leaving the service user's home:	<input type="checkbox"/>	<input type="checkbox"/>	
There is a documented procedure to be followed when a Care Worker is unable to gain access to the service user's home:	<input type="checkbox"/>	<input type="checkbox"/>	
There is a formal policy controlling the use of uniforms and ID badges:	<input type="checkbox"/>	<input type="checkbox"/>	
The service user has a list of contact numbers to be called in an emergency (plumber, electrician, gas supplier, GP etc):	<input type="checkbox"/>	<input type="checkbox"/>	
B: STAFF PROTECTION			
There is a policy / procedure which allows Care Staff to contact administrative staff out-of-hours:	<input type="checkbox"/>	<input type="checkbox"/>	
Care Staff are given contact numbers, including an emergency number for out-of-hours:	<input type="checkbox"/>	<input type="checkbox"/>	
Care Staff are issued with mobile telephones or pagers:	<input type="checkbox"/>	<input type="checkbox"/>	
Procedures provide for "doubling up" of Care Staff in high risk situations:	<input type="checkbox"/>	<input type="checkbox"/>	
Policies stipulate that Care Staff do not carry large sums of money or medication on their person:	<input type="checkbox"/>	<input type="checkbox"/>	
Staff Induction Training addresses policies and procedures for working in a high-risk environment	<input type="checkbox"/>	<input type="checkbox"/>	
Staff Induction Training addresses the procedure to be followed where allegations of improper conduct are made against them:	<input type="checkbox"/>	<input type="checkbox"/>	
Policies provide for the action to be taken where the service user's home is infested with pests:	<input type="checkbox"/>	<input type="checkbox"/>	
Policies provide for the action to be taken where Care Staff are vulnerable to dangerous pets / animals:	<input type="checkbox"/>	<input type="checkbox"/>	

Name of Service User: \_\_\_\_\_ Assigned Care Worker: \_\_\_\_\_

HAZARD / RISK	OBSERVATION		Comments
	YES	NO	
Policies provide for the action to be taken in the event of the Care Worker being subjected to harassment or abuse by the service user:	<input type="checkbox"/>	<input type="checkbox"/>	
Policies provide for withdrawal of the Care Service under appropriate circumstances, and the action to be taken:	<input type="checkbox"/>	<input type="checkbox"/>	
<b>C: EMERGENCY SITUATIONS</b>			
There is a policy / procedure for handling accidents to staff while working at the service user's home:	<input type="checkbox"/>	<input type="checkbox"/>	
There is a policy / procedure for handling break-ins and attempted break-ins at the service user's home:	<input type="checkbox"/>	<input type="checkbox"/>	
There is a policy / procedure for handling situations involving bogus callers or other suspicious persons at the service user's home:	<input type="checkbox"/>	<input type="checkbox"/>	
There are emergency policies / procedures for dealing with failure of utility services at the service user's home (power cut, gas leaks etc):	<input type="checkbox"/>	<input type="checkbox"/>	
There is an emergency policy / procedure for dealing with an accident or injury to the service user:	<input type="checkbox"/>	<input type="checkbox"/>	
There is an emergency policy / procedure for dealing with sudden illness of the service user:	<input type="checkbox"/>	<input type="checkbox"/>	
There is an emergency policy / procedure for dealing with suspected service user hypothermia:	<input type="checkbox"/>	<input type="checkbox"/>	
There are emergency policies / procedures for dealing with suspected abuse of the service user, including self-abuse and neglect:	<input type="checkbox"/>	<input type="checkbox"/>	