

Assessing & Managing Risk: Keeping it simple

The following format is adapted from: Morgan, S. (1998) *Assessing & Managing Risk: Practitioner's Handbook*. Pavilion Publishing, Brighton.

It is to be used as an aide memoire in practical situations.

It may help you construct information for completing other corporate risk assessment formats.

It can be used in conjunction with the 'Risk Categories & Factors' aide memoire.

ASSESSING the RISK:

1. What categories of risk are relevant in the present situation? (Business e.g. financial, personnel; Health e.g. suicide, violence, self-harm, self-neglect)

2. What historical information may indicate a potential for this risk? (e.g. family, social, interpersonal, forensic, business development)

3. What health related factors may contribute to elevating this risk? (e.g. physical, psychological, personality, substance misuse)

4. Will the involvement of specific others elevate the potential for this risk?

5. Are there any environmental factors that may elevate the potential for this risk? (e.g. type of community, business setting/location)

6. Are there any organizational/systems factors that may contribute to elevating the potential for this risk? (e.g. waiting times/service delays, inter-service co-ordination issues)

7. Is there any current evidence to indicate the immediacy of this risk?

8. Are there any factors that indicate the type of personnel who should be involved in managing this risk? (e.g. gender/sexuality issues, need for two workers)

9. Is there an immediate need to gain further sources of information?

10. Have you considered the potential for positive risk-taking?

MANAGING the RISK:

1. What insights can the Documenting Risk Formulation worksheet provide?

2. Who should be involved in the immediate risk management plan?

3. What strengths and opportunities can you identify, from the client &/or services, as resources to support a risk management plan?

4. If positive risk-taking is being considered, what positive outcomes have been identified to help shape the risk management plan?

5. What dangers or difficulties may hinder the implementation of a risk management plan?

6. What immediate interventions are recommended as a response to the situation?

7. In the event of a breakdown in the plan, what rapid response may be required?

8. What actions may contribute to stabilizing the risk in the longer-term?

9. Who will be responsible for enacting which parts of the plan?

10. How & when will the plan be reviewed?