

# Risk Management

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## Risk Management Standard - extract from NDIS Practice Standards: Verification Module.

**Outcome:** Risks to participants, workers and the provider are identified and managed.

**To achieve this outcome, the following quality indicators should be demonstrated:**

1. A documented risk management 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.
2. Appropriate insurance is in place, including professional indemnity, public liability and accident insurance.
3. The risk management system includes emergency and disaster planning.
4. Risk assessments are regularly undertaken, and include the following:
  - (a) consideration of the degree to which participants rely on the provider's services to meet their daily living needs; and,
  - (b) the extent to which their health and safety would be affected if those services were disrupted.
5. Infection prevention and control standard precautions are implemented throughout all settings.

1. ELIZABETH MACKNEY 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. Management of privacy is supported by ELIZABETH MACKNEY's Privacy and Information Management Policy.
3. A Community Safety Checklist has been developed to assist the safety of ELIZABETH MACKNEY and the participant when working in the community.
4. Risks to participant and ELIZABETH MACKNEY related to the delivery of services are explained throughout the course of the therapy program and management strategies and their outcomes are documented in session reports.
5. 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 as per a participant-led/person-centred program and outlined in Service Delivery Model (refer to Human Resource Management documents i.e. HR documents).  
Audits of participants' goal attainment is undertaken as part of their NDIS plan review –

see sample NDIS Comprehensive reports for all ages groups on the Lismore Music Therapy website under the “Programs” tab: [lismoremusictherapy.com.au](http://lismoremusictherapy.com.au).

6. Policies, procedures and forms will be reviewed and updated regularly and dates of reviews noted on the footer of the documents and in Elizabeth Mackney’s **“SELF-MONITORING INDUCTION/REFRESHER TRAINING/CPD/PEER REVIEW & UPDATE OF POLICIES & PROCEDURES AND REGISTRATIONS/INSURANCE CHECKLIST”**.
7. ELIZABETH MACKNEY has appropriate insurances in place – see HR documents.