

Violence Prevention Risk Assessment

Clinic name:		Date:	DD / MM / YYYY
Clinic address:			

A risk assessment must be conducted in any workplace where there is potential for violence and when there are changes to operations. It should consider the number and type of past incidents over a representative period to evaluate the likelihood and nature of violence, as well as incidents at similar businesses (e.g., other medical clinics).

Risk assessment

The violence risk assessment should evaluate the likelihood of violent incidents in the clinic and the potential physical or psychological harm that could result. To ensure a thorough assessment, it is crucial to gather input from all staff regarding their experiences with workplace violence and their perceptions of the risk.

Step 1: Severity potential

Assess the potential severity of violent incidents in your clinic. Consider the possible physical or psychological consequences and their impact on the affected person. Evaluate both what could reasonably happen and the actual outcomes of any past incidents that have occurred.

Severity rating	Description
High	Serious physical injury or death. Severe psychological injury (e.g., post-traumatic stress disorder).
Medium	Physical or psychological injury requiring treatment beyond first aid.
Low	No physical or psychological injuries.

Step 2: Probability

Determine the likelihood of a violent incident occurrence in your clinic. Factors contributing to the risk of violence in healthcare workplaces include patient/client characteristics, worker interactions, workplace layout, processes, and systems. Look at the descriptions to the right and choose the most suitable.

Probability rating	Description
High	Likely to be experienced more than once a year.
Medium	May be experienced once every three to five years.
Low	May occur once during a working lifetime.

Step 3: Workplace violence risk rating matrix

Step 1 select the correct row (horizontal), then take step 2 select the correct column (vertical). Circle where the two cross. That is on your risk rating.

NOTE: The numbering classification in the risk matrix is used to prioritize the levels of risk (see table below). The higher the level of risk, the sooner action is required to address the issue.

Severity	Probability		
	High	Medium	Low
High	9	8	6
Medium	7	5	3
Low	4	2	1

Step 4: Corrective actions

Once the level of risk has been identified, use the chart to the side to understand the priority levels and suggested time frame for implementing the required actions.

Risk level	Score	Description
High	8 to 9	Implement controls within one to two weeks to eliminate or minimize the risk.
Medium	3 to 7	Implement controls within one to three months to eliminate or minimize the risk.
Low	1 to 2	Implement controls within four to six months to eliminate or minimize the risk.

Corrective Actions	High (within 1-2 weeks)	Medium (within 1-3 months)	Low (within 4-6 months)
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Tasks that have the potential for workplace violence

Assessing	Mobilizing
Meeting patients in person for the first time	Assisting patients
Taking vital signs	Boosting patients
Triaging patient	Turning patients
Questioning patients regarding harmful objects or weapons	Transferring patients from chair to exam table
Conducting patient intake interview and initial history	Supporting patients from sitting to standing
Assessing patients with communication challenges	Other:
Providing mental health assessment	Direct contact
Providing alcohol and/or substance use assessment	Providing dressing assistance
Other:	Enforcing clinic rules
Treating	Other:
Physical examination of patient	Interacting with family
Providing wound care	Providing directions to family members with:
Providing medical treatment	<ul style="list-style-type: none"> No patient present Patient present Family members during present during patient care Infant/child present
Enforcing clinic policies	
Providing treatment to patients with communication challenges	
Providing mental health certification of patients	Delivering of patients status information with:
Other:	<ul style="list-style-type: none"> No patient present Patient present Family members during present during patient care Infant/child present
Medications	
Engaging with patients requesting medication	
Delivering medications to patient's location	Delivering sensitive information with:
Administering medications (injections)	<ul style="list-style-type: none"> No patient present Patient present Family members during present during patient care Infant/child present
Engaging with patients about medication limits	
Other:	
Calling for assistance	
Responding to a violent incident (no formal response in place)	
Calling police to respond to a violent incident	
Other:	

Issue	Context of risk	Numerical risk rating	Existing controls	Recommended additional controls	Revised numerical risk rating	Status
1. Violence prevention – work tasks						
Instructions						
<i>Add each task at risk to be assessed</i>	<i>What about the task presents a risk of violence?</i>	<i>Determine risk rating currently using matrix above</i>	<i>What is currently in place to mitigate the risk of violence?</i>	<i>What is needed to reduce risk?</i>	<i>Determine revised risk rating based on additional controls</i>	<i>Who is responsible? Completion date.</i>
1.1.						
1.2.						
1.3.						
1.4.						
1.5.						

Violence risk assessment completed by

Name:	Job position:

List everyone involved in development and review of the risk assessment. If the clinic has a worker health and safety representative or joint occupational health and safety committee, they should participate in the violence prevention risk assessment.