



Risk & Vulnerability Policy

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Owner:	Colin Phillips	Job Title:	Assistant Director – Care & Support
To be issued to:		Board of Management ARK Management Care & Support Staff	
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Version Control

Date	Owner	Version	Reason for Change
Apr 2020	Colin Phillips	2.1	Cyclical review New policy template

Summary of Changes

Section	Change
All	Terminology changed from 'Positive Risk Taking' to 'Risk & Vulnerability' / 'National Care Standards' to 'Health and Social Care Standards'
All	Updated terminology to reference current documentation – Risk & Vulnerability Assessment / Risk Management Plan / Good Life Support
All	Reference to health professionals added

**8 - Related
Policies &
Procedures**

Update to reflect current suite of policies and procedures



Ark[®]
People
Housing
Care

Risk & Vulnerability Policy

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1.0 ARKs Values

Our organisational values are the basis for everything that we do; from providing housing, care and support to tenants and supported people, to ensuring that all our employees have clear standards of performance set. ARK believes that everyone should have the opportunity to lead a happy, healthy and safe life. We value:

- The worth of each person
- Trusting relationships
- Understanding difference
- Challenging oppression
- Personal and organisational accountability
- Caring for our physical environment
- Enjoyment

2.0 Purpose

This policy and associated procedures detail how we will support people using ARK Care & Support services to manage risks, and take positive risks.

3.0 Policy Statement

Taking risks is an inherent part of life. ARK supports positive risk-taking as a means to developing skills, abilities and relationships.

Supported people have the right to make decisions and choices about their lives. This includes taking risks they feel will enhance their lives.

We are committed to supporting individuals to live as full lives as possible and to accomplish what they can – and wish to – achieve.

We have a duty of care and must balance this with individuals' rights to a private life and self-determination.

4.0 Scope

This policy and associated procedure applies to all Care & Support teams. It includes agency staff, volunteers and students undertaking direct practice with supported people on behalf of ARK.

5.0 Legal/Regulatory Framework

This policy and associated procedures are written with regard to the following:

- Adults with Incapacity (Scotland) Act 2000
- Mental Health (Care & Treatment)(Scotland) Act 2003
- Adult Support and Protection (Scotland) Act 2007
- Human Rights Act 1998
- Equality Act 2010
- Health and Safety at Work Act 1974
- Health (Tobacco, Nicotine, etc. and Care) (Scotland) 2016
- Management of Health and Safety at Work Regulations 1999
- Health and Social Care Standards (Scottish Government, 2017)
- Codes of Practice for Social Services Workers and Employers (SSSC, 2016)

6.0 Responsibilities

6.1 Board of Management

ARK's Board of Management is responsible for consideration and approval of this policy, and for ensuring that its decisions are taken in accordance with relevant legislation, regulatory expectations, training and guidance.

6.2 Executive Team

ARK's Executive Team is responsible for ensuring that this policy is reviewed in accordance with ARK's schedule for review of policies, or sooner if required. The Executive Team is responsible for ensuring that its decisions, and that the decision of officers, are taken in accordance with relevant legislation, regulatory expectations, training and guidance.

6.3 Senior Leadership Team

ARK's Senior Leadership Team is responsible for review of the policy, and for ensuring that its decisions, and that the decision of officers, are taken in accordance with relevant legislation, regulatory expectations, training and guidance.

6.4 Managers

ARK Care & Support Managers, Registered Operations Managers and Area Managers will be responsible for the effective implementation of this policy within their area of responsibility. They must also ensure that all Care & Support staff are made aware of this policy and participate in relevant training.

6.5 All Staff

All ARK Care & Support staff are required to familiarise themselves with this policy and comply with its provisions as well as undertake any training required as part of this policy or associated procedures.

6.6 Third Parties

All agency staff, volunteers and students undertaking Care & Support duties are required to familiarise themselves with this policy and comply with its provisions.

ARK will ensure that the Public Sector Equality Duty is complied with when third parties, such as contractors, are carrying out functions on behalf of ARK.

7.0 Risk & Vulnerability

A Risk & Vulnerability Assessment will be completed for all individuals supported by ARK. It will identify potential risks and any remedial actions required to eliminate or reduce them, with details of any support in place as a result recorded in Good Life documentation.

Any remedial actions could be considered restrictive practice, see: **CS06 Reducing Restrictive Practice**. No action to eliminate or reduce risk will be taken without the consent of the individual or relevant multi-disciplinary team.

It may not be possible to eliminate a risk. We will provide information to the individual – in a format accessible to them – to enable them to make informed choices relating to that risk, if they retain capacity to do so.

If an individual has capacity and support cannot reduce or eliminate an identified risk, a Risk Management Plan will be completed. This will be completed collaboratively between the individual and their Care & Support staff.

With the permission of the individual, other relevant stakeholders will be invited to take part in the Risk & Vulnerability Assessment. This could include, but is not limited to; family, friends, guardians, advocates and professionals from the Health & Social Care partnership.

Any residual risk identified in the Risk Management Plan will be shared with relevant stakeholders; for example, the local Health & Social Care Partnership or a welfare guardian.

Any changes to identified risks (for example, an individual's mobility decreases and as a result, needs supported by 2 staff members instead of 1) will mean that the support package and contract should be reviewed to ensure that these needs can be met.

8.0 Related Policies & Procedures

- HS01 Health and Safety
- HS03 Risk Assessment
- G36 Keeping People Safe
- G57a Adult Support & Protection
- CS05 Support with Money
- CS08 Medication
- CS06 Reducing Restrictive Practice
- CS17 Behaviour of Concern

9.0 Equality Impact Assessment (EIA)

Please see relevant Equality Impact Assessment.

10.0 Data Protection Impact Assessment (DPIA)

Please see Care & Support Data Protection Impact Assessment.

11.0 Stakeholder Consultation

- ARK Board of Management
- ARK Senior Leadership Team
- ARK Area Managers
- ARK Senior Leadership Team
- ARK Working Group

12.0 Monitoring and Review

12.1 Monitoring

ARK's Executive and Senior Leadership Teams will monitor implementation of this policy on an ongoing basis and ensure that relevant decisions within ARK are taken in line with the obligations and expectations set out in this policy.

12.2 Review

This policy will be reviewed within 3 years from the date of approval by our Board of Management, in accordance with ARK's policy review framework.