



Complete Choice
 ABN 85643535497
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 23 Kent Road Macdonald Park SA 5121

Participant Risk Monitoring Checklist	Ye s	N o	N/ A
Participant Risk Review			
Environment			
Clean and hygienic			
Floors swept/vacuumed /clear			
Participant moves freely around the environment			
If participant not mobile, they are moved around the environment by staff			
Participant does not stay in the one place during the day			
Nutrition			
Meals supplied			
Nutritional needs are met			
Water is supplied and given regularly			
Food preferences are being considered and met			
Social needs			
Family/stakeholders informed as required			
Communicates with others outside the home			
Cultural/religious requirements met			
Slips, trips, or falls			
Uneven, slippery, or steep surfaces			
Poor housekeeping			
Obstacles being placed in the vicinity			
Loose rugs or carpets			
Inappropriate or poorly maintained floor or walking surfaces (i.e. lack of a slip-resistant surface, unprotected holes, penetrations or gaps)			
Other			
Staffing			
Follows the requirements of the support plan			
Communicates with the participant in a positive manner			
Completes tasks as required by the participant and the plan			
Completes documentation at the end of each service delivery			
Communicates with the team about the health and status of the client			
Informs management immediately of any changes in health or emotional status			
Participant wishes to continue with current staff			
The participant is consulted and is happy with each staff member (list any issues)			
Communication			
Employees informed of the process in the event of an emergency (e.g. mobile phones, duress alarms)			
Regular contact is maintained with workers to ensure safety and appropriate supervision			



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A system is in place to identify the location of all workers at all times during work shifts				
Reporting mechanisms in place for hazards				
Employee preparation and Implementation				
Sharps procedure is undertaken				
Implementation of all relevant policies and procedures				
Undertakes hazard and risk management				
Undertakes universal infection control procedures				
Adequate PPE provided (e.g. range of gloves for both personal and domestic support workers)				
Other				
Violence, Abuse, Neglect and Discrimination				
List any evidence or risk				
Comments				
Signature				Date