

DEMENTIA AWARENESS TOOLKIT:

Positive Risk Management Tool



INTRODUCTION

This document is intended to support your organisations risk assessment procedures, enabling you to quickly identify and reduce the risks associated with supporting people living with dementia. It has been designed to help you to firstly focus on positive risk benefits, before moving on to consider potential hazards, barriers and their associated risks. It has not been designed to covering every possible scenario as each organisation is different and unique. However, we hope that you find this document comprehensive and a useful tool to use and adapt to suit your situation.

You may have existing risk assessment procedures similar to sections 2 and 3 and therefore may only wish to use sections 1 and 4. The document has been designed to be used flexibly to suit the needs of your organisation.

The Positive Risk Management Tool in Section 4 identifies both barriers & their associated risks. It then goes on to highlight some of the common causes for these. There is a great deal of detail in this section, but this has been included **for reference only** to support individuals that may be unfamiliar with the symptoms people living with dementia may experience during their dementia journey. This detail has therefore been provided to **help to identify and evaluate the specific risk reduction measures** that may be appropriate for your event, experience, or activity. You may find it useful to give the risks a 'risk rating' using the scale provided. However, the most important task is the identification of actions that you plan to undertake to minimise the risk and deal with them should they occur.

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Section 1: Risk Rating Scale (used in Sections 3 & 4)

For each area identified in section 3 and 4 please do the following:

1. Identify the likelihood or chance of this causing harm to the people you are supporting by giving a score rating of 1 to 3 using the scale in the first column of the table on the left (A – Likelihood/ Chance of harm).
2. Identify the potential degree of harm or severity to the people you are supporting by giving it a score rating of 1 to 3 using the scale in the second column of the table on the left (B – Degree of harm/ Severity).
3. Add the score ratings from A and B together e.g. A + B = __. The total of these two numbers added together is the risk rating scale for that hazard or risk you have identified. Hazards or risks scoring a total of 1-3 are judged as ‘Low Risk’, scores of 4 are regarded as ‘Medium Risk’, with scores totalling 5-6 are regarded as ‘High Risk’. The higher the score the more attention should be given to putting in appropriate control measures to reduce or remove these hazards or risks.

<i>A - Likelihood / Chance of harm</i>	<i>B - Degree of harm/ Severity</i>
1. Remote	1. Slight - Very minor injury (minor scratches/cuts/grazes)
2. Possible	2. Serious - More serious injury such as sprains, more serious cuts, bruising. Injury needing medical attention from a first aider or medical practitioner. Reportable to RIDDOR.
3. Likely	3. Major – Serious injury requiring medical attention reportable to RIDDOR & HSE.

1-3	Low Risk
4	Medium Risk
5-6	High Risk

	1	2	3	Degree of Harm
1	1	3	4	
2	3	4	5	
3	4	5	6	
Likelihood				

Section 2: Positive Risk Benefit Assessment

Activity:		Approved by:
Location:		
Date:	Documented by:	Date:

Benefits – to the individual or group

Tick all the benefits that apply and add any additional benefits as necessary											
1	Achievement	<input type="checkbox"/>	10	Improved daily functioning	<input type="checkbox"/>	19	Partnership role	<input type="checkbox"/>	28	Self-worth	<input type="checkbox"/>
2	Activist role	<input type="checkbox"/>	11	Improved mobility	<input type="checkbox"/>	20	Physical health	<input type="checkbox"/>	29	Sense of meaning and purpose	<input type="checkbox"/>
3	Autonomy	<input type="checkbox"/>	12	Improved sleep	<input type="checkbox"/>	21	Pleasure and joy	<input type="checkbox"/>	30	Sensory stimulation	<input type="checkbox"/>
4	Choice and control	<input type="checkbox"/>	13	Interest/Motivation	<input type="checkbox"/>	22	Pride	<input type="checkbox"/>	31	Wellbeing	<input type="checkbox"/>
5	Communication	<input type="checkbox"/>	14	Involvement	<input type="checkbox"/>	23	Promoting positive outlook	<input type="checkbox"/>	32		<input type="checkbox"/>
6	Community cohesion	<input type="checkbox"/>	15	Maintaining social networks	<input type="checkbox"/>	24	Promotion of independence	<input type="checkbox"/>	33		<input type="checkbox"/>
7	Contact with nature	<input type="checkbox"/>	16	Mood enhancement	<input type="checkbox"/>	25	Relationship role	<input type="checkbox"/>	34		<input type="checkbox"/>
8	Decision making	<input type="checkbox"/>	17	New Skills/increased knowledge	<input type="checkbox"/>	26	Satisfaction	<input type="checkbox"/>	35		<input type="checkbox"/>
9	Dream fulfilment/upholding wishes	<input type="checkbox"/>	18	Orientation improved	<input type="checkbox"/>	27	Self-Identity	<input type="checkbox"/>	36		<input type="checkbox"/>

COMMENTS ON BENEFITS:

Section 3: Hazards – to the individual or group

Tick all the hazards that apply and add any additional hazards as necessary									
1	Air quality/confined spaces		11	Manual handling		21	Transport/car parking		
2	Clothing and footwear		12	Medical facilities: location		22	Vulnerable adults		
3	Disease and infection - Covid		13	Medical facilities: quality		23	Walking safety		
4	Equipment/tools		14	Mobile phone – emergencies		24	Weather		
5	Fire/evacuation procedure		15	Noise and vibration		25	Absence of cover		
6	First aid provision		16	Safeguarding		26			
7	Flammables/COSHH (Control of Substances Hazardous to Health)		17	Suppliers: insurance		27			
8	Food provision		18	Supporters: ratio numbers		28			
9	Injury: slips, trips and falls		19	Terrain - paths, cliffs etc		29			
10	Lone working		20	Time of day		30			

A detailed assessment of each hazard ticked above should be given in Section 4: Positive risk Management of Hazards on page 6.

Section 4: Positive Risk Management of Hazards

Reference Number from the list above	Name of hazard from the list above	What controls must be in place to limit the hazard to those concerned. State whether the control is already implemented	All personnel affected	Risk Rating						
				(A) Likelihood/ chance of harm			(B) Degree of harm			Risk Rating
				Remote 1	Possible 2	Likely 3	Slight 1	Serious 2	Major 3	A + B 1-6

Section 5: DEMENTIA AWARENESS TOOLKIT: Positive Risk Management Tool

BARRIER	RISKS	A <u>Likelihood</u> 1 Remote 2 Possible 3 Likely	B <u>Degree of harm</u> 1 Slight 2 Serious 3 Major	CAUSES
1. PLANNING TO ATTEND	<ul style="list-style-type: none"> Getting lost Becoming overwhelmed or distressed Losing the person living with dementia 			<p>Inability to find:</p> <ul style="list-style-type: none"> location route, transport links accessibility information including the security of the site facilities and opening times of café/ number for enquiries clear and simple map of the site with clearly marked routes of different lengths/difficulties knowledge of support available for people with a disability
		Risk Rating Total A+B		

Positive Risk Management *(actions taken to minimise risk and deal with events should they occur)*

2. NAVIGATION - GETTING THERE	<ul style="list-style-type: none"> Getting lost Carer or the person living with dementia becoming overwhelmed or distressed Losing the person living with dementia Slip, trip, fall Becoming stuck in a location on site Continence accident 			<p>Inability to find:</p> <ul style="list-style-type: none"> the venue navigate the car park/ parking near to the entrance/ pay for parking the entrance from the car park parking close enough to the entrance to minimise walking Clear and simple map of the site with clearly marked routes of different lengths/difficulties <p>Need to know for accessibility:</p> <ul style="list-style-type: none"> nature of the floor surfaces and their condition distances between location on the site/ way out when on the site location and type of toilet facilities (Unisex, accessible, signage)
		Risk Rating Total A+B		

Positive Risk Management *(actions taken to minimise risk and deal with events should they occur)*

BARRIER	RISKS	A Likelihood 1 Remote 2 Possible 3 Likely	B Degree of harm 1 Slight 2 Serious 3 Major	CAUSES
3. FINDING YOUR WAY AROUND	<ul style="list-style-type: none"> Getting lost Carer or the person living with dementia becoming overwhelmed or distressed Losing the person with dementia 			Inability to locate the following due to poor or the lack of signage: <ul style="list-style-type: none"> toilets (signage to get in & out, how to use mixer/automatic taps) help & support if required route to exit
		Risk Rating Total A+B		

Positive Risk Management (actions taken to minimise risk and deal with events should they occur)

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4. COLOUR CONTRAST	<ul style="list-style-type: none"> Disorientation caused by flooring/ changes in flooring Slip, trip or fall causes by disorientation Inability to use toilet facilities 			Inability to find: <ul style="list-style-type: none"> details or photos of floor surfaces items such as threshold of steps, handrails, doors, door handles, inside and outside seating, toilet furniture
		Risk Rating Total A+B		

Positive Risk Management (actions taken to minimise risk and deal with events should they occur)

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BARRIER	RISKS	A Likelihood 1 Remote 2 Possible 3 Likely	B Degree of harm 1 Slight 2 Serious 3 Major	CAUSES
5. MOBILITY	<ul style="list-style-type: none"> Fatigue or exhaustion Slip, trip, fall Becoming stuck in a location on site 			<p>Inability to find:</p> <ul style="list-style-type: none"> seating or places to lean and rest information on routes of different distances approximate timings of route/ events mobility aids support from staff if required find signage to indicate the way out easily when on site
		Risk Rating Total A+B		

Positive Risk Management (*actions taken to minimise risk and deal with events should they occur*)

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6. NOISE/BUSY ENVIRONMENT	<ul style="list-style-type: none"> Over stimulation leading to a change of behaviour/ shutting down and becoming non communicative Distress, anxiety, embarrassment 			<p>Inability to find:</p> <ul style="list-style-type: none"> times when the venue is less busy/ telephone enquiries seating/ a quiet place to rest help & support if required quickly and easily
		Risk Rating Total A+B		

Positive Risk Management (*actions taken to minimise risk and deal with events should they occur*)

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BARRIER	RISKS	A Likelihood 1 Remote 2 Possible 3 Likely	B Degree of harm 1 Slight 2 Serious 3 Major	CAUSES
7. SUPPORT/ STAFFING	<ul style="list-style-type: none"> Becoming overwhelmed or distressed because of lack of support and understanding 			<p>Inability to find:</p> <ul style="list-style-type: none"> whether staff will be easy to locate and identify sympathetic staff that will be understanding their needs staff that will recognise methods of communication for support e.g. sunflower lanyards, dementia cards, continence cards etc.
		Risk Rating Total A+B		

Positive Risk Management (actions taken to minimise risk and deal with events should they occur)

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8. COVID 19	<ul style="list-style-type: none"> Contracting COVID 19 Social distancing not being maintained Anxiety caused by feeling of being unsafe 			<p>Inability to find:</p> <ul style="list-style-type: none"> information about COVID 19 compliant modifications to the venue e.g. sanitising on entry to a building, wearing of masks, social distancing measures in the café, cleaning regimes etc.
		Risk Rating Total A+B		

Positive Risk Management (actions taken to minimise risk and deal with events should they occur)

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BARRIER	RISKS	A Likelihood 1 Remote 2 Possible 3 Likely	B Degree of harm 1 Slight 2 Serious 3 Major	CAUSES
9. BEHAVIOUR/ SOCIAL BOUNDARIES	<ul style="list-style-type: none"> Over stimulation from external factors causing a change of behaviour/ shutting down and becoming non communicative or agitated Causing offence to others through inappropriate speech or physical contact/touching Fear of being judged due to a lack of understanding of professionals/ members of the public Fear of being stigmatised Fear of embarrassment and intimidation 			<p>Inability to:</p> <ul style="list-style-type: none"> becoming overwhelmed due to the inability to cope with sensory stimulation from everyday sounds, lighting, busy environments, unfamiliar settings, patterned surfaces, crowds of people, too many questions, lack of time to process what is happening, inability to gradually familiarise with the surroundings diminished social boundaries or using socially unacceptable speech when talking with others e.g. saying what they are thinking without realising, being blunt and appearing unfeeling or uncaring, using swear words. diminished boundaries around socially acceptable physical contact with others e.g. touching or hugging. Behaviours may be associated with aggression and frustration or expressing affection inappropriately.
Risk Rating Total A+B				

Positive Risk Management (*actions taken to minimise risk and deal with events should they occur*)

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BARRIER	RISKS	A Likelihood 1 Remote 2 Possible 3 Likely	B Degree of harm 1 Slight 2 Serious 3 Major	CAUSES
10. SENSORY IMPAIRMENT (INC. PROPRIOCEPTION)	<ul style="list-style-type: none"> Physical injury (slip, trip, fall, cut, scald etc.) caused by lack of appropriate supervision and support Injury caused by eating inedible/ dangerous or poisonous items/plants etc. 			<p>Inability to have:</p> <ul style="list-style-type: none"> the appropriate supervision and support based on the individual's sensory impairment e.g. vision, spatial awareness, depth/distance/speed perception, hearing, touch, smell, taste the correct level of support and supervision for the person living with dementia ('No body can care for like I can!') <p><i>Proprioception, also known as kinaesthesia, is your body's ability to sense movement, action, and location. It's present in every muscle movement, allowing us to walk without consciously thinking about where to place our feet or arms next. It allows us to move around objects without collision or fear of injury. For some people living with dementia, this ability can be affected which may cause an individual to have an increased tendency to trip or bump into things or becoming injured by low hanging objects.</i></p>
Risk Rating Total A+B				

Positive Risk Management (actions taken to minimise risk and deal with events should they occur)

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11. OTHER: ADD YOUR OWN	<ul style="list-style-type: none"> • 			<p>Inability to:</p> <ul style="list-style-type: none"> •
Risk Rating Total A+B				

Positive Risk Management (actions taken to minimise risk and deal with events should they occur)

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