**PVG RISK ASSESSMENT FORM**

This form should be used when:

* investigating an allegation of harm to a child or protected adult and/or awaiting the outcome of PVG referral
* awaiting the outcome of a consideration for listing process

|  |  |  |  |
| --- | --- | --- | --- |
| **SECTION A - POST/POSTHOLDER DETAILS** | | | |
| Post: |  | Postholder/Candidate: |  |
| Service: |  | Date of Assessment: |  |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **SECTION B - INVESTIGATION OR CONSIDERATION FOR LISTING** | | | | | |
| Please describe the background to the situation. | | | | | |
|  | | | | | |
| What are the perceived risks of allowing the individual to continue in regulated work? | | | | | |
|  | | | | | |
| What control measures could be put in place to minimise risks? | | | | | |
|  | | | | | |
| With control measures in place, please assess the severity and likelihood of potential risks (See attached Impact & Probability Rating form for severity, likelihood and risk rating definitions/scores). | | | | | |
| Severity: |  | Likelihood: |  | Risk Rating: |  |
| High Risk: Employee must be removed from regulated duties or suspended on full pay.  Medium Risk: Employee must be removed from regulated duties or appropriate supervisions arrangements put in place.  Low Risk: Employee may be allowed to continue in regulated work with appropriate supervision arrangements in place. | | | | | |

Completed by: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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**PVG RISK ASSESSMENT**

**IMPACT AND PROBABILITY RATING**

**CONSEQUENCE-** Potential impact of an incident

|  |  |  |
| --- | --- | --- |
| **Catastrophic** | 5 | Broad range of extremely serious implications, such as loss of life, which would be subject to external review |
| **Major** | 4 | Generating a number of substantive issues of a serious nature, which could be subject to external review |
| **Moderate** | 3 | Some serious issues arising, requiring internal review |
| **Minor** | 2 | Some potential issues, but not of a serious nature |
| **Insignificant** | 1 | Little or no perceptible ramifications |

**LIKELIHOOD** **-** The possibility of there being an issue

|  |  |  |
| --- | --- | --- |
| **Very likely** | 5 | A high probability of this issue arising |
| **Likely** | 4 | It’s more likely than not this will be an issue |
| **Fairly Likely** | 3 | Given the circumstances it’s conceivable this could be an issue |
| **Unlikely** | 2 | It’s unlikely that this risk might be realised |
| **Very Unlikely** | 1 | Wouldn’t anticipate this ever being a problem |

**Consequence (C) x Likelihood (L) = Risk Rating**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  | L = 1 | L = 2 | L = 3 | L = 4 | L = 5 | **RISK RATING** |
| C=1 | 1 | 2 | 3 | 4 | 5 | **1 - 5 = ACCEPTABLE**  Risk is being managed appropriately. Continue to **monitor** controls to ensure safe working methods are being maintained. |
| C=2 | 2 | 4 | 6 | 8 | 10 | **6 - 9 = ADEQUATE**  Controls are adequate but the appropriate level of **supervision** must be in place to ensure safe working methods are being maintained. |
| C=3 | 3 | 6 | 9 | 12 | 15 | **10 - 15 = TOLERABLE**  Risks remain and consideration should be given to lowering the risk level further. This may involve an element of **dynamic risk assessment** prior to and whilst the activity is |
| C=4 | 4 | 8 | 12 | 16 | 20 | being carried out. **Increased level of supervision** may be required to ensure the safe working methods are being adhered to at all times.  **17 - 25 = UNACCEPTABLE** |
| C=5 | 5 | 10 | 15 | 20 | 25 | **STOP** the activity **cannot** take place. The risk of injury is too high! Further actions are required and stronger controls introduced to reduce the level of risk involved. Once new controls have been identified the activity/task should be re-assessed. |