

# Practice guide 5: Risk management planning template

Risk management works to ensure that responses prioritise and focus on safety, which involves managing risk by understanding it, developing safety strategies against the identified risks and working to engage the services a victim needs. If victims are not safe it is unlikely that any other responses or interventions will be effective.

A risk management plan identifies goals and objectives and ways to achieve them, as well as outlining the roles and responsibilities of the agencies involved. A risk management plan also most often also involves developing a safety plan.

Risk management like risk itself is a dynamic process and cannot be effectively done only once. Risk management needs to be continually assessed and monitored. Key elements of risk management include information sharing relevant to risk and safety, and appropriate referral to the range of services a victim and their family might need.

## Safety planning

Developing a **safety plan** with a victim-survivor is a critical component of risk management planning. There are a number of different plans available.

See Practice guide 3: Safety plan template.

Similarly an **e-safety plan** is a critical component of risk management planning that ensures that a victim-survivor is not being tracked or monitored through technology.

See Practice guide 4: e-safety checklist.

## Other needs and issues

As outlined in the framework, unmet needs can significantly increase and impact on risk. Part of risk management planning is therefore to consider and plan responses to a range of other needs that are critical to safety.

The needs arising from domestic and family violence are likely to extend beyond the need for safety and protection and unmet needs can contribute to risk and compound harms caused by domestic and family violence.<sup>148</sup>

## Possible issues/referrals to consider

- Child protection
- Sexual assault services
- Centrelink
- Mental health services
- Legal issues — police, local courts/protection orders, family court
- Aboriginal specific services
- Housing support services
- Counselling services
- Child counselling/support services
- Perpetrator parole hearings, sentencing hearings
- Alcohol and other drug services
- Disability support services
- Financial support/counselling
- Migration/visa issues
- Perpetrator programs — including keeping in touch with them and any completion of program.

148 McCulloch et al. (2016) *Review of the Family Violence Risk Assessment and Risk Management Framework (CRAF): final report*, p 43.

## Risk management plan example

Name	Mary Jay	Safety plan completed	Yes	No	N/A
Children	Lisa aged 7 Malcolm aged 5	E-safety plan completed	Yes	No	N/A
Worker	Rita Smith	Actions transferred to this plan	Yes	No	N/A
Plan completed with Client	Yes	Actions transferred to this plan	Yes	No	N/A
Date	9/2/21				

### Primary/immediate identified risks

Risk	Actions required and notes	By whom	When	Contact person	Status
Physical injury from recent assault	Need urgent medical checkup-appointment booked with women's health service for later today	Service A	Immediate	Rita	Appt booked
Children are due to be handed to perpetrator tomorrow for access visit	He is highly escalated – serious risk for client – care and protection are involved. Need to work with C&P to ensure handover is safe tomorrow	Service A and Care and protection	Immediate	Rita and Sean (care and protection)	Handover arranged for Child and Family Centre with c&p present
Risk that he won't return the children	CYPS have been told of the risk – they have agreed to work with him about this and his parenting in general	CYPS	Immediate & ongoing	Sean	In progress

### Ongoing risk management

Is anyone engaged with and/or has visibility of the perpetrator	Is anyone engaged with children and/or has visibility of them	Who else is engaged with victim
Care and protection (Sean)	School is informed and engaged	Women's legal centre Women's health centre

	Actions required	By whom	When	Contact person	Status/ completed
<b>Legal</b>					
<i>Family court proceedings coming up</i>	<i>Organise legal service assistance</i>	<i>Service A (Rita) to contact Service B</i>	<i>This week</i>	<i>Selma at Women Legal service – 0643 709 709</i>	<i>Commenced</i>
<i>Final order hearing</i>	<i>Ensure support person is booked in and can attend</i>	<i>Service A</i>	<i>This week</i>	<i>Rita at service A will attend</i>	<i>Completed</i>
<b>Other</b>					
<i>Housing</i>	<i>Submit private rental forms Submit public housing application – need to collect support letters</i>	<i>Victim Victim and Service A</i>	<i>This week Next fortnight</i>		<i>Complete Commenced</i>
<i>Children</i>	<i>Need arrange emergency childcare for court dates</i>	<i>Victim and Service A</i>	<i>This week</i>		
<i>Financial support</i>	<i>Need appointment with Care financial</i>	<i>Victim and service A</i>	<i>Within next month</i>		
<i>E-safety</i>	<i>Need a new email address set up</i>	<i>Victim</i>	<i>This week</i>		<i>Completed</i>

## Review and updates

Plan reviewed date	Issues arising	Actions added to table y/n	New actions added to safety plan or e-safety plans
<i>16/2/2021</i>	<i>He has accessed her email messages. Needs to close and open new email account</i>	<i>Yes</i>	<i>Added to e-safety plan</i>
<i>19/2/2021</i>	<i>His significant debts are coming to light, including some where she is jointly listed – to meet with Care financial.</i>	<i>Yes</i>	<i>n/a- safety plan already had financial protections</i>

## Risk management plan template

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Children		E-safety plan completed	Yes	No	N/A
Worker		Actions transferred to this plan	Yes	No	N/A
Plan completed with Client		Actions transferred to this plan	Yes	No	N/A
Date					

### Primary/immediate identified risks

Risk	Actions required and notes	By whom	When	Contact person	Status

### Ongoing risk management

Is anyone engaged with and/or has visibility of the perpetrator	Is anyone engaged with children and/or has visibility of them	Who else is engaged with victim

	Actions required	By whom	When	Contact person	Status/ completed
<b>Legal</b>					
<b>Other</b>					

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