

Risk Assessment Checklist

This checklist contains considerations related to the clinical supervision of students engaged in work integrated learning in community locations and/or in the homes of clients while under the supervision of Privately Practicing Midwives (PPMs).

The PPM must have undertaken an appropriate risk assessment to ensure, as much as practicable, a safe work and learning environment where physical and emotional risks have been considered and either eliminated or minimised.

CHECKLIST	Y	N	N/A
The PPM has undertaken a risk assessment and there is documentation to evidence this process.			
Have the following been considered in undertaking a risk assessment? • Travel to the location • Car parking access and safety • Mobile phone access and coverage • Safety of external and internal areas (eg lighting, accessibility, trip hazards, cleanliness) • Potential hazards of entering the home (eg pets, aggressive people, drug or alcohol misuse, smoking, weapons, firearms) • Manual handling practices			
Appropriate plans and procedures are in place to manage the following events: • Inclement weather • Natural disasters • Vehicle breakdown • Unpredictable people in or near the home • Returning late from or not attending scheduled appointments • Danger in the building or property			
There is a process to ensure the PPM has communicated with the student about the following: • Name and telephone number of the clinical supervisor • Name, address and telephone number of the client • The expected time of the appointment/visit • The expected time of the completion of the appointment/visit			
The student has been made aware not to enter the location unless they are accompanied by the PPM.			
The student has been made aware that if they feel unsafe, threatened or at risk, that they may leave the location, without consequence.			
The student will be directly supervised at all times. • Direct supervision is when the PPM takes direct and principal responsibility for the midwifery care provided (e.g. assessment and/or treatment of the client) • The PPM must be physically present at the workplace, and supervision must include observation of the student as they are providing care to the client			
Appropriate insurance is in place to cover any liability arising from damage to property or personal injury arising should the student be required to travel in a vehicle belonging to the PPM.			
In the event of a traumatic incident experience, the student is aware of the support and counselling services which are available.			

Privately Practicing Midwife: Name _____

Signature _____ Date _____