

## RISK ISSUES IDENTIFICATION TOOL

(Final – August 27, 2004)

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<b>Name of Person:</b>	<b>Date Completed:</b>
<b>Person's Support Coordination Agency:</b>	
<b>Name of Person Completing This Form &amp; Your Affiliation:</b>	

**Directions:** This tool is to be completed (and given to the person's Support Coordinator) no less than 90 days prior to the annual ISP effective due date. In Part I., you should identify all risk issues that you know or believe to apply for this person. Briefly describe why the issue currently presents a particular risk to this person, or how the issue has presented significant risk in the past. You may include a recommended strategy for managing the risk. At the ISP planning meeting, a full analysis, decisions and plans, if needed, will be made around each risk that you identify.

Also, in Part II., if you represent the primary responsible provider, summarize the number and type of DMRS Reportable Incidents and High Risk Reviews since the last (annual) ISP update. (The primary responsible provider is the residential provider, if the person has a residential service, or the day service provider, if the person has no residential service, or the support coordination provider, if the person has neither.)

### I. Identify Risk Issues

<b>Situational</b> (situations, systemic issues, mental health issues, or circumstances with caregivers, family, friends, or others that create the potential for risk)		
✓	Risk Issue	Why is this issue of particular risk to this person?
	Loss of home	
	Eviction	
	Frequent moves for seemingly unjustified reasons	
	Difficulties with relationship with landlord	
	Dangerous or threatening neighbors	
	Loss of caregiver or close family member	
	Loss of someone significant	
	Loss of natural supports	
	Incapacitated caregiver	
	Social isolation by caregiver	
	Refusal of critical services (by the individual or the conservator)	
	Poor compliance with needed supports by staff	
	Significantly compromised hygiene or appearance (especially if a change from usual)	
	History of abuse or neglect	
	Pregnancy and parenthood	
	Compromised communication skills	

<b>Environmental</b> (environmental issues that create the potential for risk)		
✓	Risk Issue	Why is this issue of particular risk to this person?
	Unsanitary living conditions	
	Home is in significant disrepair	
	Necessary environmental modifications not completed	
	Necessary equipment in disrepair, broken, or is lost	
	Unmet equipment needs	
	Equipment not being available for use	

<b>Behavioral</b> (personal behaviors or lifestyle choices that are considered dangerous or potentially dangerous to self or pose a risk to others)		
✓	Risk Issue	Why is this issue of particular risk to this person?
	Frequent job changes	
	Substance abuse	
	Social isolation	

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<b>Behavioral</b> (personal behaviors or lifestyle choices that are considered dangerous or potentially dangerous to self or pose a risk to others)		
✓	Risk Issue	Why is this issue of particular risk to this person?
	Risky sexual behaviors	
	Elopement	
	Suicidal ideation or attempt	
	Poor compliance with treatments or supports	
	Refusal of services	
	Contacts with EMS or law enforcement (i.e. unnecessary calls to or create situations to cause others to call)	
	Criminal justice involvement	
	Fascination with fire or history of fire setting	
	History of sexually aggressive or dangerous behaviors	
	Excessive fascination with children or sexual abuse of children	
	Assault	
	Stealing	
	Making significant threats to the safety of others	
	Destruction of property	
	Predatory behavior	
	Aggression or violence towards others	
	Self injury	
	Excessive self-stimulatory behaviors	
	History of poor decision making despite being well-informed	
	Compromised communication skills	
	Multiple contacts with mobile crisis	

<b>Medical</b> (health-related risks)		
✓	Risk Issue	Why is this issue of particular risk to this person?
	Multiple medical or psychiatric hospitalizations in a year	
	Multiple visits to the emergency room (whether admitted or not)	
	A person living alone or with little support who takes multiple medications	
	Taking three or more medications for a chronic medical condition, including a psychiatric diagnosis with reduced supports	
	Medical benefit loss	
	Poor follow through on post hospitalization discharge orders	
	Significant change in health or mental status	
	Significant changes in sleeping or eating patterns	
	Significant number of medical visits or a significant increase in medical visits	
	Unmet medical needs (i.e. appointments not scheduled, follow-up appointments missed)	
	Information shared with medical personnel by support staff is inadequate (i.e. reason for referral)	
	Poor compliance or non-compliance with medical regime	
	Refusal of services	
	Inability to tolerate a medical examination/procedure	
	Multiple falls/fractures	
	Mobility impairment	
	Significant weight gain or loss	

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<b>Medical</b> (health-related risks)		
✓	Risk Issue	Why is this issue of particular risk to this person?
	Swallowing disorders	
	History of choking and/or aspiration	
	Skin breakdown	
	Obesity	
	Compromised communication skills (especially in relation to being able to indicate physical pain)	
	Pica	
	Lifestyle choices that negatively affect health (i.e. smoking, drinking when contraindicated by medications)	
	Multiple contacts with mobile crisis	

<b>Financial risks</b> (mismanagement of finances by self or others or loss of income)		
✓	Risk Issue	Why is this issue of particular risk to this person?
	Loss of job	
	Loss of benefits or significant reduction in benefits	
	Indebtedness	
	Loaning money to others	
	Excessive gambling	
	Financial exploitation	
	Excessive housing costs	

<b>Other risks</b> (identified risks not otherwise mentioned above)		
✓	What is the Issue?	Why is this issue of particular risk to this person?

### II. Summary of Reportable Incidents & High Risk Reviews

[ ] - Check here, if your agency is not responsible for completing the summaries below (see Directions on page 1).

<b>Reportable Incidents</b> (summarize by type of incident, the number of reportable incidents, or attach other printout summary of reportable incidents)		
Type of Reportable Incident	Number of Incidents	Comments

[ ] - Check here, if a printout summary is attached in place of the above requested summary.

<b>High Risk Reviews</b> (summarize by reason, each high risk review conducted by your agency, or attach other printout summary of high risk reviews conducted)		
Reason for High Risk Review	Number or Frequency of Review	Comments

[ ] - Check here, if a printout summary is attached in place of the above requested summary.

## RISK ANALYSIS AND PLANNING TOOL

(Final August 27, 2004)

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**Directions:** Before the ISP planning meeting, use the following grid to record the risks identified by service providers and planning participants (i.e., using the “Risk Issues Identification Tool”). At the ISP planning meeting, use the grid to facilitate open discussion, analysis, brainstorming and planning in order to:

- Identify all risks recorded on the Risk Issues Identification Tools by the planning participants, or as otherwise identified during the planning meeting;
  - Identify the concerns or recommendations associated with each risk-related issue identified;
  - Identification of the final actions, supports, and services for addressing the risk; and
  - Whether or not actions, strategies, support or services should be included in the Outcomes and Actions of the person’s ISP
- If any risk identified will not be addressed in ISP Outcomes and Actions (i.e. marked as a “No”) the reason must be described as indicated below

PRIOR TO THE PLANNING MEETING		DURING THE PLANNING MEETING		
What is the risk issue?	Why is this issue thought or known to be of particular risk to this person?	What did the person, his/her legal representative and the planning team decide to do to address, manage or eliminate this risk?	Should this decision be included as an Outcome or Action in the ISP?	
			Yes	*No

* Describe below the reasons why any identified risk issue above will not be addressed in person’s ISP Outcomes and Action Steps (i.e. any risk issue marked as a NO”).