**Prioritizing Level of Risk for WPV and Solutions**

**Example 1 –**

**Risk Assessment Method**

**Category of Risk\* = Severity + Frequency\*\***

**\*** Risk inherent in the job assuming no controls in place.

\*\* In this exercise, it is assumed that high frequency also leads to high probability of occurrence.

***Note you can adapt the following descriptions and risk ratings as desired***

|  |  |  |
| --- | --- | --- |
| **Frequency** | **Severity** | **Category of Risk** |
| **“Regularly” Score = 3**  Exposure may be part of the normal work routine or assignment | **“High” Score = 3**   * potential for fatal or critical injury * may be exposed to physical injury from   physical assault, punching, kicking, hitting, weapons | **“High” Total score = 6** |
| **“Occasionally” Score = 2**  Exposure is infrequent | **“Moderate” Score = 2**   * potential for lost time or health care * may be exposed to threatening behavior such as hostile, intimidating, frightening etc.   (e.g., shouting, pushing a table etc.) | **“Moderate” Total score = 4 - 5** |
| **“Rarely” Score = 1**  Not a normal part of the work routine or employees are exposed to risk. | **“Low” Score = 1**   * potential for first aid * may be exposed to behaviors that are disruptive and aggressive (e.g., slamming the   door, walking out etc.) | **“Low” Total score= 1 - 3** |

**Example:** An admissions clerk who works at a clinic admissions station assisting patients in the day time.

**Specific risk:** Dealing with irate patients with potential of workplace violence.

**Frequency of risk:**

**“**Moderate”, since the worker may occasionally deal with an irate patient/customer.

**Score = 2**

**Severity of risk:**

**“**Low”, worker may be shouted at by the customer demanding to see the manager.

**Score = 1**

**Risk category: 2+1= 3 (“Low”)** “Level of Risk” = L

Source: Developing Workplace Violence and Harassment Policies and Programs: A Toolbox (2010). Workplace violence prevention series. Occupational Health and Safety Council of Ontario (OHSCO).

Workplace Violence Program Appendix A - Workplace Violence Risk Assessment (2011). Carleton University, Ottawa, Ontario, Canada.

**Example 2 –**

## Hazard Risk Assessment

# Hazard Risk Assessment

# *Step One*

Estimate the probability of the hazard resulting in an incident(s) of workplace violence.

## Category Name

1. Highly Likely/Certain
2. Likely/Very Possible
3. Possible
4. Unlikely/Remote
5. Highly Unlikely/Not possible

# *Step Two*

Estimate the most serious, reasonably possible outcome (as opposed to the “most likely” outcome) for the hazard you are considering.

|  |  |  |
| --- | --- | --- |
| **Category** | Name | **Characteristic** |
| 4 | Catastrophic | Fatality, coma, severe emotional trauma, cannot return to work |
| **3** | Critical | Severe injury – loss of, or use of limbs, hospitalization, significant emotional trauma, extended period of time lost from work |
| **2** | Marginal | Minor injury – bruises, cuts, moderate emotional trauma, lost work time |
| **1** | Negligible | No injury, minimal emotional trauma, no lost work time |

# *Step Three*

Combine the results of Steps Two and Three to determine where on the table below the hazard you are considering falls.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Probability** |  | **Impact Categories** | | | |
| **4**  **Catastrophic** | **3**  **Critical** | **2**  **Marginal** | **1**  **Negligible** |
| **A Highly Likely/Certain** | **4A** | **3A** | **2A** | **1A** |
| **B Likely/ Very Possible** | **4B** | **3B** | **2B** | **1B** |
| **C Possible** | **4C** | **3C** | **2C** | **1C** |
| **D Unlikely/ Remote** | **4D** | **3D** | **2D** | **1D** |
| **E Highly Unlikely/Not Possible** | **4E** | **3E** | **2E** | **1E** |

The significance of the risk can be interpreted as follows:

4A, 4B, 4C, 3A, 3B, 2A – Significant and unacceptable risks. Address immediately through a violence prevention plan.

4D, 3C, 3D, 2B, 2C – Significant risks. Include in the violence prevention plan.

4E, 3E, 2D, 2E, 1A, 1B – Not significant for the purposes of requiring a violence prevention plan. Should be addressed through regular health and safety measures.

1C, 1D, 1E - Not significant for the purposes of requiring a violence prevention plan. However, where feasible, you should attempt to eliminate or reduce the risk further.

***Note you can adapt the following descriptions and risk ratings as desired***

**Source: Workplace Violence Risk Assessment Template for Adult Residential Centres/Regional**

**Rehabilitation Centres (2007).** The Nova Scotia Association of Health Organizations.

The Public Services Health and Safety Association (PSHSA), Ontario, Canada has also developed a tool to Prioritize level for Risk for WPV and solutions. This tool can be found in

The PSHSA **Workplace Violence Risk Assessment Toolkit for Acute Care.**

<http://www.pshsa.ca/wp-content/uploads/2017/05/VPRASAEN0417-Workplace-Violence-Risk-Assessment-Acute-Care-Toolkit-V1.1-2017.04.25.pdf>

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