|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Client name: | | | D.O.B | | | Agency/Team: | |
| Therapist: | | | Date: | | | Item scored: | |
| Current equipment: | | | | | | | |
| For prescription of Communication / Mounting and Computer Access Technology use  the “*Priority scoring communication and assistive technology*”form | | | | | | | |
| Priority scoring | Column 1  Risk of consequence to client/ carer  without requested equipment / home modification is:  (Rate risk using tables on page 2) | Column 2  Independence & function for client &/or carer  without requested equipment is: | | | Column 3  Frequency  The equipment is to be used: | | Column 4  Timing / deterioration / growth  for the client is: |
| 0 | Nil risk | No different | | |  | | Stable condition |
| 1 | Low risk |  | | | At least 3 times per week | | Currently slowly progressive / deteriorating condition / developing deformity / client growing out of equip / more advanced language functions required |
| 2 | Moderate risk | Less efficient performing the task OR denied opportunity to learn independent community living skills | | | Daily | | Transitioning to school / kindy / rapidly deteriorating condition. |
| 3 | High risk | Unable to perform the task OR denied demonstrated improvement in independence | | | All through the day | |  |
| 12 | Extreme Risk  Immediately send a brief explanation of the extreme risk caused as a consequence of non provision justifying the high priority to the Equipment Program (eg if Hospital discharge causes extreme risk), using “Urgent” in email subject header | | | | | | |
| Priority score required for all Cat 2 Prescriptions  **Column 2, 3 & 4:** seescoring example in the  *“Priority score guidelines Adults equipment”*  **Switches/mount:** Always score for main item (ie powered wheelchair) when combining items or as add-on to existing item. | | | | Column 1 (from page 2) (please complete)  Risk Identified (describe) -  Consequence -  Probability -  Priority score:  Total of scores for ticked boxes | | | |

How to score Column 1: Risk of consequence to client / carer

Use Tables 1 and 2 below to estimate the consequence and probability of harm caused to the client / carer in their current state without provision of equipment / home modifications. Then use Table 3 below todefine risk level & enter into Column1of the Equipment Program Priority Score form.

1. Select the most likely consequence to client / carer in their current state (ie without equipment / home mods)

|  |  |
| --- | --- |
| Table 1: A consequence of not providing equipment / home modifications to the client may be: | |
| Consequence | Description |
| Catastrophic | Exposure to an immediate hazard that may result in multiple deaths. |
| Major | Increased long term dependency.  Requires hospitalisation.  Exposure to an immediate hazard that may result in an injury requiring significant medical treatment or death. |
| Medium | Permanent lessening of physical ability.  Increased dependency in the short term.  Some services are not delivered to customers.  Potential exposure to a hazard that may result in an injury requiring a minor operation. |
| Minor | Increased level of care / monitoring.  Some services to customers are delayed.  Essential need may result in a minor injury or medical treatment being required. |
| Insignificant | Near miss, no injury.  No increase in care.  Non-essential item affected not likely to result in injury or medical treatment being required. |

1. Select the current probability of consequence occurring to client

|  |  |
| --- | --- |
| Table 2: The probability of consequence occurring to Client (irrespective of number of workers) is currently: | |
| Probability | Description |
| Almost certain | Expected to occur in most circumstances |
| Likely | Will probably occur in most circumstances |
| Possible | Could occur at some time |
| Unlikely | Unlikely in the foreseeable future |
| Rare | Occurrence requires exceptional circumstances |

1. Determine Level of Risk by plotting chosen Probability and Consequence on risk matrix below:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Table 3: Risk matrix: The risk level indicated by chosen Consequence and Probability is: | | | | | |
| Probability | Consequence | | | | |
|  | Insignificant | Minor | Medium | Major | Catastrophic |
| Almost Certain | **High** | **High** | **High** | **Extreme** | **Extreme** |
| Likely | **Moderate** | **Moderate** | **High** | **High** | **Extreme** |
| Possible | **Low** | **Moderate** | **Moderate** | **High** | **High** |
| Unlikely | **Low** | **Low** | **Moderate** | **Moderate** | **High** |
| Rare | **Low** | **Low** | **Low** | **Moderate** | **Moderate** |

1. Enter risk level (Low, Moderate, High or Extreme) into Column 1 on page 1.
2. Describe the risk that you have identified, and enter the consequence and probability into the table on page 1.