

A guide to using the policy directive and toolkit



<p>POLICY DIRECTIVE</p> <p>Fall and fall injury prevention and management</p>	<p>The purpose of this policy is to:</p> <ul style="list-style-type: none"> > establish a consistent, embedded approach to the prevention and management of falls across SA Health services that: <ul style="list-style-type: none"> • is in accord with the national guidelines • supports services to meet accreditation requirements • supports least restrictive care > increase the awareness among clinical and non-clinical workers, consumers and the public of the importance of being proactive in the prevention of falls, and the risk to consumer safety, and to the organisation, when this is not achieved > describe governance and clearly outline workers' and health services' responsibilities in relation to the prevention and management of falls.
<p>TOOL 1</p> <p>Example Terms of Reference (TOR) for a health service's Fall Prevention Committee</p>	<p>This tool illustrates how such a committee can lead activities to improve care, reduce risk and meet national safety and quality health services standard requirements.</p> <p>Intended readers include managers and committee members.</p>
<p>TOOL 2</p> <p>When and how to do fall risk screening, assessment, care-planning and discharge planning</p>	<p>This tool provides recommendations for:</p> <ul style="list-style-type: none"> > when and how to do screening and/or assessment of a consumer's risk of falls or harm from falls in a variety of settings across SA Health > the process of planning and reviewing care, and discharge, including consumer and carer input. <p>Intended readers include managers, service planners and clinicians.</p>
<p>TOOL 3</p> <p>Safe use of bed rails</p>	<p>This guide assists SA Health staff to:</p> <ul style="list-style-type: none"> > identify when the use of bed rails can be avoided > identify situations when the use of bed rails is the least restrictive and least harmful option for ensuring that a consumer and others are safe > implement risk control measures to minimise any potential harm > identify unsafe or inappropriate use of two full length bed rails on hospital beds, barouches, trolleys and similar > identify when the use of bedrails is restraint, and therefore requires reporting into Safety Learning System (SLS) as a patient safety incident. <p>Intended readers include clinicians and clinical managers.</p>

<p>TOOL 4</p> <p>Reporting a patient fall incident into Safety Learning System (SLS) –Topic guide</p>	<p>This tool is a one page quick guide. Together with Tool 5 it provides clear guidance on recording incidents into Safety Learning System after a patient fell, or had a near miss fall.</p> <p>Intended readers include staff providing direct care to patients/consumers, managers, clinical educators and safety and quality staff.</p>
<p>TOOL 5</p> <p>Reporting a patient fall incident – frequently asked questions (FAQs)</p>	<p>Tool 5 provides clear guidance on recording incidents into Safety Learning System after a patient fell, or had a near miss fall. It provides illustrative scenarios and examples to clarify when and how to report.</p> <p>Intended readers include staff providing direct care to patients/consumers, managers, clinical educators and safety and quality staff.</p>
<p>TOOL 6</p> <p>Post fall team review</p>	<p>Conducting a post fall team review is an important strategy to reduce the risk of the patient falling again, share interdisciplinary expertise, and systematically record the review of incidents. This tool centres around a flowchart to guide this process.</p> <p>Intended readers include staff providing direct care to patients/consumers, managers, clinical educators and safety and quality staff.</p>
<p>SA Health Accreditation Resource Guide</p>	<p>This guide support health services to meet the requirements of Standard 10 Preventing falls and Harm from Falls of the National Safety and Quality Health Service Standards. It identifies the resources that are available to support each accreditation criteria.</p>
<p>Consumer information</p>	<p>A range of posters, factsheets, checklists are all available at www.sahealth.sa.gov.au/falls</p>

For more information

SA Health
Safety and Quality Unit
Telephone: 08 8226 6539
www.sahealth.sa.gov.au/fallsprevention

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www.ausgoal.gov.au/creative-commons

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