

# Safety Assessment Code Matrix

**Safety assessment code (SAC)** is a numerical score that rates incidents affecting a patient or security incidents. The score is based on the consequence of that incident and also the likelihood of its recurrence. The SAC Matrix assists in calculating the score. The score guides the level of incident investigation or review that is undertaken.

PROBABILITY	ACTUAL CONSEQUENCE	Insignificant	Minor	Moderate	Major	Extreme
<b>Frequent</b>	(almost certain)	<b>3</b>	<b>3</b>	<b>2</b>	<b>1</b>	<b>1</b>
<b>Probable</b>	(likely)	<b>3</b>	<b>3</b>	<b>2</b>	<b>1</b>	<b>1</b>
<b>Occasional</b>	(possible)	<b>4</b>	<b>3</b>	<b>2</b>	<b>2</b>	<b>1</b>
<b>Uncommon</b>	(unlikely)	<b>4</b>	<b>4</b>	<b>3</b>	<b>2</b>	<b>1</b>
<b>Remote</b>	(rare)	<b>4</b>	<b>4</b>	<b>3</b>	<b>3</b>	<b>2</b>

**Definition of an incident:** Any event or circumstance which could have (near miss) or did lead to unintended and/or unnecessary psychological or physical harm to a person and/or to a complaint, loss or damage (SA Health Patient Incident Management and Open Disclosure Policy Directive).

Probability	Definition	*Sentinel Events	Action required by the Notifier
<b>Frequent</b> (almost certain)	Is expected to occur again either immediately or within a short period of time (likely to occur most days or weeks).	<ul style="list-style-type: none"> <li>Surgery or other invasive procedure performed on the wrong site resulting in serious harm or death</li> <li>Surgery or other invasive procedure performed on the wrong patient resulting in serious harm or death</li> </ul>	Record the incident as soon as it is acknowledged, and Sentinel Events within 24hours. The person recording the incident is called the Notifier.
<b>Probable</b> (likely)	Will probably occur in most circumstances (monthly).	<ul style="list-style-type: none"> <li>Wrong surgical or other invasive procedure performed on a patient resulting in serious harm or death</li> </ul>	<b>Action required by the Manager</b>  Each incident type has designated manager(s), who will; <ul style="list-style-type: none"> <li>review all incidents within two working days, and change the incident status to 'being reviewed'.</li> <li>investigate and record an appropriate management comment that reflects the Actual SAC (outcome) of the incident.</li> <li>review and close SAC 3 and 4 incidents within 30 calendar days. Investigation of SAC 1 and 2 have a 70 day time frame (with the possibility of an extension).</li> </ul>
<b>Occasional</b> (possible)	Possibly will recur, might occur at some time (several times a year).	<ul style="list-style-type: none"> <li>Unintended retention of a foreign object in a patient after surgery or other invasive procedure resulting in serious harm or death</li> </ul>	
<b>Uncommon</b> (unlikely)	Possibly will recur - could occur at some time in (every 1-2 years).	<ul style="list-style-type: none"> <li>Haemolytic blood transfusion reaction resulting from ABO incompatibility resulting in serious harm or death</li> <li>Suspected suicide of a patient in an acute psychiatric unit or acute psychiatric ward</li> </ul>	
<b>Remote</b> (rare)	Unlikely to recur - may occur only in exceptional circumstances (may happen every 2 to 5+ years).	<ul style="list-style-type: none"> <li>Medication error resulting in serious harm or death</li> <li>Use of physical or mechanical restraint resulting in serious harm or death (NEW in 2019)</li> <li>Discharge or release of an infant or child to an unauthorised person</li> <li>Use of an incorrectly positioned oro- or nasogastric tube resulting in serious harm or death (NEW in 2019)</li> </ul>	

Analyse all incidents against ACTUAL consequence/outcome

	Extreme	Major	Moderate	Minor	Insignificant
<b>Consumer/patient</b>	<p><b>Sentinel Event</b> (*see overleaf), or <b>death</b> that is unrelated to the natural course of the illness/injury and differing from the expected outcome of the consumer's health care management or, any of the following;</p> <ul style="list-style-type: none"> <li>increased length of stay &gt;125 days</li> <li>an actual or near miss incident/complaint with serious identified system issues.</li> <li>incidents which may result in Media interest, internal or external investigation, mediation, penalties or compensation.</li> <li>an incident(s) or occurrence(s) that has system-wide safety implications, namely one that involves a system failure or multiple systems failure that does, or has the potential to compromise the safety of a patient(s). These are termed 'cluster incidents'. Although a single one of these incidents may be rated less than SAC 1, the group of incidents must be considered to be SAC 1.</li> </ul>	<p><b>Major permanent loss of bodily functioning</b> (sensory, motor, physiologic or intellectual) that is unrelated to the natural course of the illness/injury and differing from the expected outcome of consumer's health care management or, any of the following;</p> <ul style="list-style-type: none"> <li>disfigurement</li> <li>patient assault requiring external involvement eg. police, external emergency services</li> <li>surgical intervention required</li> <li>increased length of stay of 25 -125 days.</li> </ul>	<p><b>Permanent lessening of bodily functioning</b> (sensory, motor, physiologic, or intellectual) that is unrelated to the natural course of the illness/injury and differing from the expected outcome of consumer's health care management or any of the following;</p> <ul style="list-style-type: none"> <li>Increased length of stay or additional operation or procedure.</li> <li>Increased length of stay 5 -25 days.</li> </ul>	<p><b>Increased in level of care required</b>, including;</p> <ul style="list-style-type: none"> <li>review and evaluation</li> <li>additional investigations</li> <li>referral to another clinician.</li> </ul>	<p><b>No injury or increased level of care or length of stay</b>, including;</p> <ul style="list-style-type: none"> <li>near misses.</li> </ul>
<b>Staff</b>	<p><b>Death</b> of one staff, or hospitalisation of 3 or more staff.</p>	<p><b>Permanent injury</b> involving loss of function, or hospitalisation of 1 or 2 staff, or 3 or more staff experiencing lost time or restricted duty or illness.</p>	<p><b>Medical expenses, lost time</b>, or restricted duties or injury/illness for 1 or 2 staff, or temporary injury with full recovery.</p>	<p><b>First aid treatment only</b> with minimal lost time, or restricted duties.</p>	<p><b>Near miss, no or negligible injury.</b> No medical assessment/ review required.</p>
<b>Security</b>	<p>Breach of security resulting in;</p> <ul style="list-style-type: none"> <li>death of one or more people, or</li> <li>hospitalization of 3 or more people, or</li> <li>significant impact on delivery of services or temporary closure of agency/service.</li> </ul>	<p>Breach of security resulting in;</p> <ul style="list-style-type: none"> <li>permanent injury, involving loss of function, or hospitalisation of 1 or 2 people</li> <li>major interruption, requiring major remedial action to restore services.</li> </ul>	<p>Breach of security resulting in;</p> <ul style="list-style-type: none"> <li>temporary injury or impact on 1 or 2 people, or</li> <li>moderate interruption to services, requiring minor remedial action to restore services.</li> </ul>	<p>Breach of security resulting in; short term impact on people and/or services.</p>	<p>Breach of security resulting in no or negligible effect on people or services.</p>
<b>Service continuity</b>	<p>Significant impact on delivery of some or all services or temporary closure of agency/service.</p>	<p>Major interruption, requiring major remedial action to restore services.</p>	<p>Moderate interruption to services, requiring minor remedial action to restore services.</p>	<p>Reduced efficiency or disruption to agency/ service or business working.</p>	<p>No loss of service.</p>
<b>Financial</b>	<p>Loss of either more than \$10million or 2% of budget.</p>	<p>Loss of between \$5 and \$10 million, or between 1% and 2% of budget.</p>	<p>Loss of between \$1 and \$5million, or between 0.2% to 1% of budget.</p>	<p>Loss of between \$250,000 and \$1million, or between 0.05% to 0.2% of budget.</p>	<p>Loss of either less than \$25,000 or 0.05% of budget.</p>
<b>Environmental</b>	<p>Harmful gas/liquid release with detrimental effect. Fire requiring evacuation.</p>	<p>Harmful gas/liquid release with no detrimental effects. Fire larger than an incipient stage.</p>	<p>Harmful gas/liquid release contained with outside assistance. Fire incipient stage or less.</p>	<p>Harmful gas/liquid release contained, or fire/smoulder extinguished, without outside assistance.</p>	<p>Nuisance releases.</p>

For more information

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