



POL 06 Duty of Care

Policy Statement

The Board and the Executive of Helping Hand Aged Care will ensure that systems are in place to minimise the risk of harm to clients, carers, visitors, staff, volunteers and anyone entering HHAC premises, by:

- / Providing safe environments for people of all ages who access our services, particularly those who are most vulnerable, in accordance with the requirements of the law.
- / Maintaining an adequate level of service provision in accordance with the assessed needs of clients, within legislative requirements and as determined by funding provisions.
- / Ensuring that all staff are aware of their responsibilities in relation to “duty of care” and exercise their powers in accordance with, and within the limitations of, all applicable legislation and guidelines.
- / Empowering management and senior staff to delegate authority while retaining accountability for any delegated functions.
- / Establishing and maintaining clear and accountable structures and processes for the oversight of clinical matters.
- / Ensuring that clinical and non-clinical processes are informed by the most credible up-to-date evidence available.
- / Ensuring that all clinical incidents are acted upon promptly and reported systematically, so that contributing factors can be thoroughly analysed with a view to minimising any likelihood of re-occurrence.

Reason

Supports the HHAC Mission, Objectives & Principles of Care, the Six Year Organisational Plan and Children’s Protection Act 1993. Supports the principle that “duty of care” is owed to those whom the organisation should reasonably foresee may be at risk of harm.

Promotes compliance with Aged Care Act 1997 and Aged Care Principles, legislation relevant to professional registration bodies and professional codes of practice.

Responsible people

Professional staff are accountable for clinical issues. Everyone involved in delivering care and support services to clients has a common law duty to exercise due care.

Status

Version no.	Approved by	Approval date	Last reviewed
1	Board	June 2006	August 2015