

**CONSULTATION ON VIOLENCE AND AGGRESSION IN THE WORKPLACE HSC FRAMEWORK**

**RESPONSE FORM (IF NOT RESPONDING ONLINE VIA CITIZEN SPACE)**

Please indicate your answer to the questions by placing an **X** by your selection. You can also provide further comments in the free text field.

Please send responses electronically using the response sheet below and email address below.

**Responses to be sent by e-mail to:**

P&E@health-ni.gov.uk

**Hard Copy Responses can be sent to:**

Workforce Policy Directorate, Room D1, Castle Buildings, Stormont, Upper Newtownards Road, Belfast BT4 3SJ

**The deadline for consultation responses is on 26 August 2022.**

**Respondent details**

I am responding: [ ]  as an individual

 [ ]  on behalf of an organisation

|  |  |
| --- | --- |
| **Name:** |  |
| **Job Title:** |  |
| **Organisation:** |  |
| **Organisation Address:** |  |
| **e-mail:** |  |

**Consultation Questions**

1. **Do you agree that the definitions in relation to violence and aggression within the framework are clear, and when relevant actions should be taken?**

[ ] **Agree**

[ ] **Disagree**

**If you select disagree please include further details below:**

1. **Do you agree that the approach taken in setting roles and responsibilities within the organisation ensures individual are clear in where responsibilities lie within the organisation and their specific duties in contributing to the safety of themselves and others?**

[ ] **Agree**

[ ] **Disagree**

 **If you select disagree please include further details below:**

1. **Do you agree that the guidance within the model framework is clear in demonstrating the importance of methods which managers and staff should use in helping to prevent violence or aggression in the workplace i.e risk assessments, incident reporting, Trauma Lens etc?**

[ ] **Agree**

[ ] **Disagree**

 **If you select disagree please include further details below:**

1. **Do you agree that the guidance within the framework is clear in relation to the process staff should follow to reduce likelihood of incidents of violence/aggression and in the event of encountering an incident of violence/aggression?**

[ ] **Agree**

[ ] **Disagree**

 **If you select disagree please include further details below:**

1. **Do you agree that the guidance within the framework is clear in relation to the process managers should follow and actions they should take in preventing/reducing and dealing with incidents of violence/aggression toward other staff?**

[ ] **Agree**

[ ] **Disagree**

 **If you select disagree please include further details below:**

1. **Do you agree that the guidance within the framework sets out the importance of effective training for staff in relation to dealing with violence/aggression, based on their roles and responsibilities within the organisation?**

[ ] **Agree**

[ ] **Disagree**

 **If you select disagree please include further details below:**

1. **Do you agree that the guidance within the framework clearly sets out the post incident support expected from managers and available to staff on reporting an incident?**

[ ] **Agree**

[ ] **Disagree**

 **If you select disagree please include further details below:**

1. **Do you agree that the post incident review and evaluation methods stipulated within the framework are appropriate in relation to monitoring incidents and gathering data to aid in determining trends and identifying lessons learned?**

[ ] **Agree**

[ ] **Disagree**

 **If you select disagree please include further details below:**

1. **Do you agree that the approach taken in the framework clearly demonstrates the commitment to staff safety and wellbeing within HSC and will encourage staff engagement with this process?**

[ ] **Agree**

[ ] **Disagree**

 **If you select disagree please include further details below:**

1. **Do you agree with the outcome of the Impact Assessment Screenings? Have you any comments on either the Equality/Human Rights or Rural screening documents? Have you anything you believe we should be considering in future Equality/Human Rights or Rural screenings or future impact assessments?**

[ ] **Agree**

[ ] **Disagree**

 **If you select disagree please include further details below:**

**APPENDIX**

**Freedom of Information Act 2000 – Confidentiality of Consultations**

The Department will publish a summary of responses following completion of the consultation process. Your response, and all other responses to the consultation, may be disclosed on request. The Department can only refuse to disclose information in exceptional circumstances. Before you submit your response, please read the paragraphs below on the confidentiality of consultations and they will give you guidance on the legal position about any information given by you in response to this consultation.

The Freedom of Information Act gives the public a right of access to any information held by a public authority, namely, the Department in this case. This right of access to information includes information provided in response to a consultation. The Department cannot automatically consider as confidential information supplied to it in response to a consultation. However, it does have the responsibility to decide whether any information provided by you in response to this consultation, including information about your identity should be made public or be treated as confidential. If you do not wish information about your identity to be made public please include an explanation in your response.

This means that information provided by you in response to the consultation is unlikely to be treated as confidential, except in very particular circumstances. The Secretary of State for Constitutional Affairs’ Code of Practice on the Freedom of Information Act provides that:

* the Department should only accept information from third parties in confidence if it is necessary to obtain that information in connection with the exercise of any of the Department’s functions and it would not otherwise be provided;
* the Department should not agree to hold information received from third parties “in confidence” which is not confidential in nature;
* acceptance by the Department of confidentiality provisions must be for good reasons, capable of being justified to the Information Commissioner.

For further information about confidentiality of responses please contact the Information Commissioner’s Office or see web site at: <https://ico.org.uk>