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OXFORD BROOKES UNIVERSITY

**FACULTY OF HEALTH AND LIFE SCIENCES**
**PRACTICE EDUCATION**

# Current Health Care Placement Area Risk Assessment (CPRA) - Triggering the need for a pleat

**Introduction**

This is indicative guidance only, as particular circumstances will vary and any action plan decisions will require local partnership decisions using the relevant document for recording purposes (e.g. PEMS PLEAT Action Plan).

Any placement area risk analysis must be undertaken by an identified Link Lecturer, LEL (or equivalent) and the Placement Lead for the programme. The Head of Practice Education will need to be informed, and will provide support for the process of risked based assessment placement quality assurance to be implemented.

**Key steps in placement quality risk assessment:**

1. Ensure the following people are aware of the issue that has initiated a CPRA:
    - identified Link Lecturer
    - Placement Lead
    - Head of Practice Education
    - LEL (or equivalent).

    The identified Link Lecturer and LEL/Placement Lead will undertake the risk assessment, with support as required from the Head of Practice Education.

2. List all identified risk triggers- take into account all triggers which have prompted the CPRA using any or all of the following sources of risk data:

- outcomes of a previous PLEAT
- student placement evaluations
- student feedback received from any other source e.g. social media, verbal reporting
- reports of bullying and harassment or other concerns raised in any format/forum
- practice assessor evaluations
- students incident reporting (e.g. unusual rise in number or a specific type of incident)
- external Quality Reviews (e.g. CQC/Ofsted) or Care quality concerns raised in any format/forum
- monitoring of PLEAT action plan (e.g. actions not being addressed within agreed deadlines)
- significant reorganization of the environment such that the learning environment alters
- other.

3. Identify the specific ‘hazards’ to practice learning – (hazards have potential to cause negative impact upon learning)

4. Identify all existing guidance/policies which will guide decisions (check both university and placement area requirements)

5. Risk analysis undertaken in partnership[1] to confirm 'at risk ' placement areas by establishing:
   - Identify levels of risk (in partnership e.g. LEL, LL, Placement Lead/HoPE)
   - Likelihood of occurrence/recurrence
   - Severity of impact upon learning (High, Medium or Low)
   - Overall risk (High, Medium or Low)

**ALL proposed actions to be discussed and approved with the Head of Practice Education before being implemented.**

6. Potential responses according to level of risk

a. local discussions and agree actions required
b. undertake a PLEAT (to further inform risk assessment and decision-making re action planning)
c. undertake a PLEAT and escalate risk identified within the organisation
d. undertake a PLEAT and escalate risk identified within the organisation and externally (e.g. if students are to be withdrawn from the placement area and/or if significant poor practice is identified).

7. Monitoring of all CPRA agreed actions will be the responsibility of the LL who will provide the Placement Lead with updates. The Placement Lead will incorporate monitoring status into the Subject Committee Reports.

[1] With Learning Environment Lead or equivalent