

Home Visiting

1 Purpose

To provide guidance to keep people safe and monitor peoples movements when visiting people.

On occasions, the safety of Parish volunteers may be potentially at risk from a range of hazards.

- Traveling to and from home visits, either driving or using public transport.
- The physical condition of homes – slips, trips and falls and/or communicable health risks.
- The health issues of the person being visited.
- Domestic animals.
- Aggressive or unpredictable behaviour of those being visited.
- Vulnerability of persons being visited.
- Weather conditions; time of the day – night visits.
- The local environment and location.

2 Scope

The scope applies to all persons who are volunteers or workers who visit people on behalf of the St Johns Anglican Church

3 Definitions

Volunteer	Unpaid person visiting people who are not able to attend church services and/or are in need of contact with and spiritual support from the Parish
Worker	Paid employee of the Parish

4 Responsibilities

Workers and Volunteers are responsible for communicating their movements before visiting people on behalf of the Parish.

5 Actions

The Minister in consultation with workers and volunteers must identify and assess potential health and safety risks. They shall:

- Be briefed on how to identify potential hazards and risks when visiting and to make a confident decision to withdraw if appropriate.
- Know the person being visited or not known to them, take another person with them.
- Be briefed on the incident reporting process
- Respond immediately to concerns and notifications.
- Debrief and assist volunteers who have been exposed to potential risks or harm.
- Establish a contact process for potentially risky home visitations.

6 References

Nil

7 Attachments

Doc. No.	Title
SJK139F01	Home Visiting Checklist

7.1 Revision History

Issue	Date	Nature of Amendment
1.0	17/3/17	Document Creation