

# Sample Violence Risk Assessment

Name of Workplace:

Assessment Date:

Assessors:

Workplace or Tasks covered by this Assessment:

## Questions

When you are open to the public, are there times when only one employee is present?  yes  no

Do your employees handle cash or other valuables?  yes  no

Do your employees provide a service where they may deal with troubled persons?  yes  no

Do your employees care for others (i.e. health care or community workers)?  yes  no

Are your employees involved in disciplining others (i.e. teachers)?  yes  no

Do your employees deliver or collect items of value?  yes  no

Do your employees exercise control over others (i.e. enforcement officers)?  yes  no

Do your employees inspect other people's private property (i.e. planning inspectors, assessment officers)?  yes  no

Do your employees exercise security functions (i.e. sheriffs)?  yes  no

Do your employees sell or dispense drugs or alcohol?  yes  no

Do your employees work in community-based settings (e.g. nurses, social workers and other home visitors)?  yes  no

Do your employees work during periods of intense organizational change (i.e. conciliators during strikes or lock-outs)?  yes  no

Do your employees deal with or handle firearms or similar weapons?  yes  no

Has this workplace or task experienced violence in the past?  yes  no

Have similar workplaces or tasks in other organizations experienced violence?  yes  no

**Beyond the organizational factors listed in the table, the employer should consider the following factors which may increase the potential for violence:**

- late hours of the night or early hours of the morning
- tax return season
- overdue utility bill cut-off dates
- Christmas
- pay days
- report cards or parent interviews
- performance appraisals
- being located near to buildings or businesses that are at risk of violent crime (e.g. bars and banks)
- being located in areas isolated from other buildings or structures.

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**If there is the potential for violence at this workplace or while doing this task, describe the violence:**

What **activity or feature of the workplace** or task may trigger violence?

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Describe the **predicted type** of violence (i.e. assault, robbery, threats, etc.)

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Describe the **frequency** with which the predictors of violence occur (i.e. if the predictor of violence was "Taking gate receipts to the bank", the frequency may be "Every Monday"; if the predictor of violence was "Doing inspections", the frequency may be "5000 inspections done per year")

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Are there other ways the potential **violence could be described** in order to get a fuller picture?

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State **who is at risk** from this violence, preferably using job titles as opposed to personal names.

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