Falls Prevention and Management Policy Template

Purpose:
To minimise the risk of falls and related injuries among residents through proactive prevention, early detection, and effective management, ensuring safety, dignity, and adherence to the Aged Care Quality Standards and legislative obligations.

Scope:
Applies to all staff, contractors, volunteers, and allied health professionals involved in resident care, environment management, or clinical governance related to fall risk prevention and response.

Policy Statement:
The organisation is committed to:

- Preventing avoidable falls through structured assessment, individualised care planning, and safe environmental management.
- Promoting resident independence, mobility, and dignity while reducing risk.
- Providing timely, evidence-based interventions post-fall to mitigate harm.
- Reporting, reviewing, and learning from incidents to strengthen safety systems.

Legislative Context:

- Aged Care Act 1997 (Cth)
- Aged Care Quality Standards (Standard 3 – The Care & Service; Standard 5 – Clinical Care)
- Work Health and Safety Act 2011 (Cth)
- Serious Incident Response Scheme (SIRS)
- Quality of Care Principles 2014

Definitions:

- **Fall:** An event resulting in a person coming to rest on the ground or lower level inadvertently.

- **Fall Risk Assessment:** Systematic evaluation of a resident's likelihood of falling.
- **Post-Fall Management:** Actions undertaken after a fall to assess, treat, and prevent recurrence.

Key Principles:

1. Identify residents at risk of falling at admission and during regular care reviews.
2. Maintain safe physical environments with adequate lighting and hazard control.
3. Encourage regular exercise and mobility programs.
4. Ensure staff are trained in safe manual handling and fall response.
5. Implement prompt clinical assessment and documentation following a fall.
6. Monitor and analyse all fall incidents for continuous improvement.

Responsibilities:

- **Approved Provider / Board:** Ensure resourcing for staff training, equipment, and environmental safety improvements.
- **Facility Manager:** Oversee implementation, reporting, and auditing.
- **Clinical Care Team:** Conduct assessments, implement interventions, and oversee post-fall care.
- **Care Staff:** Observe, report, and follow care plans to prevent falls.
- **Maintenance / Environmental Services:** Maintain safe physical surroundings, lighting, flooring, and mobility aids.

Procedures:

1. Conduct initial and ongoing fall risk assessments using evidence-based tools on admission, after incidents, and as resident condition changes.
2. Develop and regularly update individualised fall prevention plans within the resident's care plan.
3. Ensure call bells, walking aids, and environmental controls (lighting, flooring, clutter management) are accessible and maintained.

4. Promote mobility and balance training programs for residents as clinically appropriate.
5. Respond to all falls immediately: assess for injury, provide first aid, perform post-fall observations, and refer for medical review where needed.
6. Record all incidents in the incident management system and, where applicable, report under SIRS.
7. Review the environment following each fall to eliminate contributing hazards.
8. Analyse trends through monthly incident review meetings to identify improvement opportunities.

Post-Fall Management:

- Monitor resident injury status and vital signs.
- Notify next of kin and document all communications.
- Review medication, footwear, and environmental factors contributing to the fall.
- Evaluate and adjust care plans to include updated prevention strategies.

Monitoring and Review:

- Quarterly audit of fall incidents and corrective actions.
- Annual review of policy and procedures against clinical evidence and regulatory updates.
- Staff competency reviewed annually to maintain safe practice.

Associated Policies:

- Incident Management and Reporting Policy
- Risk Management Policy
- Occupational Health and Safety Policy
- Medication Management Policy
- Behaviour Support Policy

Evidence and Records:

- Fall risk and mobility assessments
- Post-fall observation forms

- Incident reports and SIRS records
- Staff training logs
- Environmental inspection records

Policy Control:

Version	Effective Date	Review Date	Policy Owner	Approved By	Status
1.0	20 January 2026	20 January 2027	Quality & Compliance Manager	Approved Provider Board	Draft

Compliance Summary:

Entity Type	Entity Name	Completion Rate	Status
Policy	Falls Prevention and Management Policy	100%	FULLY COMPLIANT (100%)