

Risk Calculation Table – Occupational Violence

Risk is a function of three factors.

Duration of exposure to the unwanted event or circumstance (E), the probability or likelihood of the unwanted event or circumstance occurring (P) and the severity of consequence of the unwanted event or circumstance (C).

The use of this table enables each risk or class of risks to be assessed and rated as high, medium or low. It is then possible to determine which risks must be given the highest priority for control. When deciding how to control a risk it is preferable that the hazard causing the risk is eliminated from the workplace altogether. It is a priority to eliminate the risk, if this cannot be achieved then the risk must be reduced so far as is reasonably practicable using the hierarchy of controls.

To use this table choose the risk score from 1 to 5 which best describes the nature of the unwanted event or circumstance which has or is considered likely to occur. Once a score has been allocated for Exposure, Probability and Consequence multiply the values to calculate the total risk score. The total risk score will be between 1 and 125. Use the risk score table to determine whether the risk is high, medium or low.

Note:

It is a legal requirement for an employer to consult with the Health and Safety Representative and Designated Work Group in regard to health and safety issues at work. In particular, consultation must occur when identifying hazards, assessing and controlling risks. This requirement is set out in sections 35 and 36 of the Occupational Health and Safety Act 2004. When deciding how to eliminate a risk or reduce it so far as is reasonably practicable, an employer must also refer to and implement section 20 of the Occupational Health and Safety Act 2004.

Useful Guidance Material

Occupational Health and Safety Act 2004 (Victoria)

Occupational Health and Safety (Issue Resolution) Regulations 2007

WorkSafe Guidance Note - Prevention of Bullying and Violence at Work 2003

WorkSafe Handbook – Consultation on Health and Safety

VIEU - Incident Report Form Occupational Violence

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Risk Table (C) Consequence / Severity

Factor	Descriptor
Insignificant	No medical or psychological treatment or time away from the workplace needed.
Minor	First aid treatment or counselling or debriefing at the workplace
Moderate	Medical treatment or ongoing counselling or time off work
Major	Long term physical or psychological injury
Catastrophic	Death or permanent physical or psychological disability.

Risk Table (P) Probability of Event occurring

Factor	Descriptor
Rare	Rare – less than once per term, may occur in exceptional circumstances
Unlikely	Unlikely – once every 2-3 weeks, could occur at some time
Possible	Possible – at least once per week, might occur at some time
Likely	Likely – at least once per day, will probably occur in most circumstances
Almost Certain	Almost Certain – more than once per day, is expected to occur in any circumstance

Risk Table (E) Exposure / Duration of Event occurring

Factor	Descriptor
A	Zero – 1 minute
B	1 – 5 minutes
C	5 – 10 minutes
D	Up to 1 hour
E	Greater than 1 hour to entire day

Risk Calculation

Risk = Consequence (C) x Probability (P) x Exposure (E)

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PROBABILITY	CONSEQUENCES				
	Insignificant 1	Minor 2	Moderate 3	Major 4	Catastrophic 5
A - Almost Certain	High	High	Extreme	Extreme	Extreme
B - Likely	Moderate	High	High	Extreme	Extreme
C - Possible	Low	Moderate	High	Extreme	Extreme
D - Unlikely	Low	Low	Moderate	High	Extreme
E - Rare	Low	Low	Moderate	High	High