Wellbeing Service

RISK MATRIX TOOL

This tool has been developed to assist decision making in relation to individual student mental health risk. It should be used to inform, not replace, exisiting policies, procedures and responsibilities around reporting and responding to risk. It can be used alongside the Emergency Mental Health Flowchart.

There are some key points to note when using this tool:

> The more areas of impact that are noted increase the potential risk;
> The response focus is on identifying individual need / support rather than a low, medium or high risk assessment. This is to reflect recent NICE guidance and best practice;
> This is not a clinical outcome measure and should be used only as guidance to complement, not replace, existing University policies and procedures.
> If after using this tool you continue to be unsure about any possible actions the Wellbeing Service can offer initial advice, without needing to break confidentiality, /MCID2/Lang (yBor ality

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	Minimal impact of Mental Health (MH) on self-care	Minor impact of MH on self-care BUT seeking help from mentors / family	Pre-existing or continuing concerns about moderate impact of MH on self-care	Significant or persistent concerns MH is resulting in lack of self-care Risk of harm to self	Immediate concerns MH is impacting on self-care Immediate risk of serious harm to self Immediate suicide risk
	No residential concerns No impact on others	Deteriorating relationships with peers or residency Minor impact on others	Difficulties with peers and residency Moderate impact on others	Significant difficulties with peers and residency Risk of harm to others Notable distress to others	Immediate, serious difficulties with peers and residency Immediate risk of serious harm to others Immediate, serious distress to others
	Minimal risk to studies Able to implement self-help strategies and guidance	Recent or pre-existing concerns about studies Able to follow guidance Minimal support required from Study Skills / Mentors	Moderate risk to studies Willingness to engage with support Support from Wellbeing Service / Tutors needed	Significant risk to studies	Failing in studies.

RESPONSE – ACTION TO TAKE

1. Listen
2. Provide information
3. Keep an accurate record of the situation and any actions taken

1. Listen to the student's concerns
2. It is ok to ask for clarification to help your understanding
3. Ask them how they think you can help them

Initial Advice: By withholding the student's identity you can seek initial advice, without breaching confidentiality

Sharing Information: Both verbal and written should only be shared on a 'need to know' basis

Seeking Permission/ consent: If possible, seek the student's permission before consulting someone about their welfare

Refused Permission/ consent to share: If the student refuses permission but you feel their safety, or others safety is at risk, inform the student you need to share the information as a 'duty of care'

Breaching Confidentiality: If you feel confidentiality should be breached, inform the student. If possible, always try to consult a Line Manager or senior member of staff first

Records: Keep an accurate record of the situation/ actions taken/ date and time/ persons present and check where the most appropriate and secure place for information storing is within your department – consult with Information Governance Team if unsure https://www.bangor.ac.uk/governance-and-compliance/safeguarding.php.en