

# Reporting and management of incidents of suspected or alleged sexual assault of an adult, or sexual misconduct by an adult within SA Health facilities and services Policy Directive

Staff member who becomes aware of a reportable incident informs the most senior clinician, who then ensures it is reported.

Take actions to address immediate safety of the individual and or staff.

## CATEGORY ONE

### Notify within 24 hours:

#### Internal

- Health Service Manager
- Relevant Executive Director
- Clinical Risk Manager\*
- LHN CEO
- SA Health CE
- Deputy CE, System Performance and Service Delivery

#### External Agencies

- SA Police – report number entered into the consumer medical records
- Yarrow Place, with consumer consent

## CATEGORY TWO

### Notify within 2 days:

- Area Manager
- Health Service Manager
- Relevant Executive Director
- Clinical Risk Manager\*

\*Clinical Risk Manager or similar, or person nominated by the health facility or SAAS.

## CATEGORY THREE

### Notify within 5 days:

- Area Manager
- Health Service Manager
- Relevant Executive Director
- Clinical Risk Manager\*

## CATEGORY ONE

- Suspected or alleged sexual assault of an adult consumer, by a staff member, another consumer or visitor.
- Suspected or alleged sexual assault of a staff member by a consumer or visitor.
- Suspected or alleged sexual assault of a visitor, by a staff member, consumer or another visitor.
- Alleged production of pornographic images of a consumer, a child (children) or staff member/s by an adult consumer or staff member or visitor within SA Health facilities.

## CATEGORY TWO

- Suspected or alleged sexual harassment or sexualised behaviour that is intrusive, offensive, disruptive or otherwise of a concerning nature, that is exhibited by a **staff member**.

## CATEGORY THREE

- Suspected or alleged sexual harassment or sexualised behaviour that is intrusive, offensive, disruptive or otherwise of a concerning nature, that is exhibited by a **consumer or visitor**.
- Where a consumer, who lacks the capacity to understand their actions, offers sexual activity in exchange for money or other goods or favours from another consumer. That is, prostitution of a consumer by another consumer.

### If the Alleged Sexual Assault involves:

- staff as a victim by a consumer – a Work Health Safety incident needs to be recorded
- staff member as alleged perpetrator – Workforce, Work Health Safety (WHS), Health and Community Services Complaints Commissioner (HCSCC) and Australian Health Practitioner Regulation Agency (AHPRA) must be notified.

### Safety Learning System (SLS)

- Incidents of Alleged Sexual Assault and sexual misconduct **must** be recorded into the SLS Notifications Module.
- Only nominated staff members have access to this module, eg Clinical Risk Manger\*.
- All Reports, briefings, related documents to be attached as a Level 1 secure document in the Documents section of the individual notification.
- If a consumer has been inadvertently placed in an unsafe environment, a Patient Incident can be recorded into SLS. This allows for investigation of the system related issues.

For more information

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