

# Restrictive Practice Policy

## 1. Purpose:

YMCA Whittlesea is committed to ensuring all participants are supported in appropriate ways, in a safe environment and in a way that recognises their rights and needs. This policy aims to outline a process of supporting those who exhibit complex or challenging behaviours through positive behaviour support and person-centred support.

## 2. Scope:

This policy is applicable to all staff and volunteers of YMCA Whittlesea who provide care and positive behaviour support to a person with a disability.

## 3. Policy

The Y's approach to restrictive practice aligns with people's rights under the United Nations Convention on the Rights of Persons with Disabilities and all other relevant laws and standards. Positive behaviour support is an approach that is responsive to an individual's needs. It requires a thorough understanding of a person and their behaviour in order to determine the best ways to support them. A key goal of positive behaviour support is to help people participate more actively in their lives and reduce or eliminate the use of restrictive practices. Least restrictive strategies must always be tried by following the Positive Behaviour Support framework.

### 3.1 Restrictive Practices

If restrictive practices are considered necessary to manage the behaviour of an individual who is receiving support services from the Y, they shall only be used in a way that:

- has regard to the human rights of the person
- safeguards the person or others from harm
- is the **least restrictive** way of ensuring the person's and others' safety
- maximises the opportunity for positive outcomes for the individual and aims to reduce or eliminate the need to use restrictive practices
- ensures transparency and accountability in the use of restrictive practices

#### 4. Definitions:

**The Y** – YMCA Whittlesea

**Staff** - any person employed by YMCA Whittlesea by either paid employment or contract.

**Volunteer** - any person engaged by YMCA Australia in a voluntary capacity.

**Visitors** – any person who engages with YMCA Whittlesea programs and services

**Restrictive Practices** - any practices that are used that limit, restrict, or control aspects of an individual's behaviour, and can cause an infringement of human rights and civil liberties.

**Harm** - the resulting impact of an act, omission, event or circumstance that occurs, and can include physical, emotional or psychological impacts such as physical injuries, emotional impacts such as fear or poor self-esteem, and psychological impacts such as depression or impacts on a person's learning and development.

#### 6. Related Policies

- New Participant Connection and On-Boarding Policy
- Administration of Medication Policy
- [Positive Behaviour Support Policy](#)
- Behaviour Support Plan Safeguarding Children, Young and Vulnerable People Policy
- Incident Management Policy
- Feedback, Concerns and Complaints Policy

#### 7. Related Procedures and Supporting Documents

- New Participant Connection and On-Boarding Procedure
- Administration of Medication Procedure
- [Positive Behaviour Support Procedure](#)
- Incident Management Procedure
- NDIS Restrictive Practice Monthly Reporting Guide
- NDIS Commission Reportable Incidents and Unauthorised Restrictive Practice Flow
- NDIS Commission Incident Management and Reportable Incidents (NDIS Providers)
- Feedback, Concerns and Complaints Procedure
- Medication Chart (*All medication must be supported with medication information sheets as provided by chemist or can be accessed via internet*)
- Y Incident Report

- Y Whittlesea Community Services Annual Registration and Assessment form
- Y Whittlesea Community Services Receipt of Information Acknowledgement form

## **8. Legislative and Industry Requirements**

- Disability Act 2006
- Victorian Charter of Human Rights and Responsibilities Act 2006
- United Nations Convention on the Rights of Persons with Disabilities 2007
- National Disability Insurance Scheme (Code of Conduct) Rules 2018
- National Disability Insurance Scheme (Provider Registration and Practice Standards) Rules 2018
- National Disability Insurance Scheme (Restrictive Practices and Behaviour Support) Rules 2018
- Positive Behaviour Capability Framework
- NDIS (Incident Management and Reportable Incident) Rules 2018
- NDIS Commission 'Reportable Incidents Guidance' document
- NDIS Practice Standards and Quality Indicators July 2018
- NDIS Reportable Incidents Frequently Asked Questions

## **9. Consequences of Breaching this Policy**

All elements of this policy must be adhered to, and any breach will be dealt with in accordance with the [YMCA Whittlesea Disciplinary and Termination Policy](#).

## **10. Policy Owner**

The Community Services Manager is responsible for keeping this policy current, including making amendments as required and regular reviews as scheduled.

## **11. Document Control**

Review of this policy will be undertaken every two years, or prior as required by law, in consultation with appropriate YMCA personnel.

Policy available on Y-MAC>Communication>Manuals and Files>Policies and Procedures

This document is due for review on 10/06/2022.

<b>Version:</b>	<b>Description of Amendment, Approver and Date:</b>	<b>Amended by:</b>	<b>DCR Updated</b>	<b>New Issue Date:</b>	<b>Policy Location:</b>
V4	Change of document name from Restraint and Seclusion Policy to Restrictive Practice Policy  Splitting of Policy and Procedure into two separate documents  Inclusion of NDIS Commission	Annette Jurisch	12/06/20	10/06/20	Shared:Drive>YMAC>Policies_Final> Community Services ONLY Including Disability, Aged Care and Youth Services/Word Versions/Policy and Procedures
V3	Reformatting	Annette Jurisch		13/07/17	