

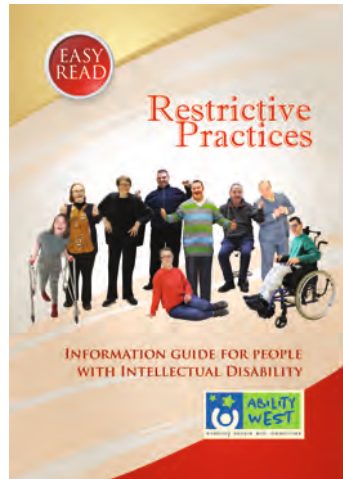


Restrictive Practices



INFORMATION GUIDE





This booklet has been designed to help anyone who might need more information about restrictive practices.

We will cover different areas of restrictive practices. You can choose to read the sections that are most relevant to you.

If you need further help, there is a list of information available in this booklet.

First edition 2019

Second edition 2020

About Us

We are called Ability West. We started in 1962.

We provide services and supports to children and adults with an intellectual disability. Ability West's mission is to empower people with disabilities to live self-directed lives in an equal and inclusive society. Each person is supported and valued within an environment which promotes their overall autonomy, health and wellbeing and enables them to reach their full potential.

Ability West is dedicated to enabling people we support to realise their goals and ambitions.



This booklet was developed to provide information and guidance around restrictive practices. Thank you to the following people for helping to develop this booklet.

1. Renjith Joseph, Physiotherapy Manager.
2. Amanda Scott, Administration Support.
3. Eileen Costello-Conneely, Quality and Compliance Manager.
4. Claire Brennan, Psychologist.
5. Audrey Pidgeon, Director of Client Services.
6. Nuala Mellon, Acting/Adult Day Services Manager.
7. Kevin Purcell, Assistant Director of Client Services.
8. Darren Mulligan, Unit Director, Residential Services.
9. Niamh Lyons, Behaviour Therapist.
10. Mary Foyle, Adult Day Services Manager.
11. Simone Mitton, Senior Occupational Therapist.
12. John Farragher, Chairperson, Advocacy Council.
13. John O'Dea, Chairperson, Human Rights Committee.
14. Mr. And Mrs. Páraic & Patricia Lawless (Parents).
15. Carol Browne, Communication and Executive Office Manager.



Acknowledgement to the following service users for their active involvement in developing this booklet.

1. Mary Lawless.
2. Aoife McGrath.
3. James Walsh.
4. Barbara Mullin.
5. Martin Joyce.
6. Teresa Fahy.
7. Barry O'Sullivan.
8. Ian Haverty.
9. Natalie Leyne.
10. Caroline Leonard.
11. Joe Starr.

What is in this booklet?

-  About us
-  About this booklet
-  Who is this booklet for?
-  About restrictive practices
-  The Assisted Decision Making (Capacity) Act 2015
-  Consent and consultation
-  Family engagement
-  Advocacy
-  Health Information and Quality Authority (HIQA)
-  Important things to remember
-  Restrictive Practices Committee
-  Complaints Procedure
-  Guidelines for staff

About this booklet



The aim of this booklet is to help people understand about restrictive practices.

You can read this booklet by yourself or choose to read it with someone else.



Example: A friend, family member, or a staff member.

Who is this booklet for?

A person with intellectual disability

This booklet was made as an information guide to help you understand about restrictive practices and help you make decisions about your life.

Staff and Services

There are people that help to make sure services use restrictive practices well and give safe care.

This includes:

- ▶ People who run and manage services.
- ▶ People who check how good services are managed.
- ▶ Staff who work in health and social care services.
- ▶ People who train health and social care staff.



About Restrictive Practices

Restrictive practices are things we can do to help keep you and other people safe.

We are always helping to do the best thing for you and promote your rights.

Ability West staff might stop you doing certain things that might hurt you or someone else. Ability West staff can only do this if there is no other way to keep people safe. (i.e. last resort or least restrictive) This should be done for the shortest amount of time possible. It should be recorded and reviewed regularly.



Restrictive practices are any type of support or practice that limits the rights or movement of a person.

Restrictive practices include, but are not limited to physical, mechanical, chemical and environmental restraint.



There are different types of restrictions and we will explain these next.



Physical Restraint is physical contact that stops somebody from doing a physical movement.

Staff must check that they are safe.



Mechanical Restraint is using a device to control someone's movement and behaviour.

Examples - use of bed rails in certain circumstances, lap belts, transport harness, and angel guards.



A seatbelt you use on transport is **not** a mechanical restraint. A seatbelt is the law.



Pharmaceutical Restraint / Chemical Restraint is use of medicine to control a person's behaviour. It is only ok to use this kind of medicine if a doctor agrees.



It does not include your regular perscribed medicine that your doctor or nurse tells you to take.



Environmental Restraint is when a person's daily life is restricted so they cannot get what they want, when they want it or are not allowed to access or leave places.



Examples - locks on cupboards or a fridge, gates or fences that cannot be opened, monitoring devices, listening monitors and video monitors.

Another form of **Environmental Restraint** is making somebody stay somewhere they cannot get out of or think they cannot get out of.



Examples of isolation may be; locking a door or using a door the person cannot open themselves, or stopping them from leaving an area.

This should **only** be done in **very** exceptional circumstances. This must involve you, an assessment with professionals and in cooperation with next of kin or guardians.

The Assisted Decision -Making (Capacity) Act 2015



This Act helps people who lack capacity to understand, and be helped and supported in decision - making and agreements about their life.

Mental capacity means the ability to make your own decisions. You might be able to make some decisions, but others you may need assistance with.



We must seek informed consent from people prior to any use of restrictive practices.

We will explain clearly the reasons for use of any restrictive practices and the risks, if any.

We will try and help you understand this.

Consent and Consultation

What is consent?

You should always be involved in making decisions about your life.

You should always be involved in making plans for your future.

When you say yes to something happening, you are giving your **consent**. You can ask as many questions as you want to.

Ability West presumes that all adults have the capacity to give consent for interventions and holds that their consent should be sought in all circumstances.

If an individual's capacity to give consent is unclear, a functional approach to assessing capacity is adopted (i.e. capacity for consent is assessed on an issue-by-issue basis).



Family Engagement



If an individual is considered to lack the capacity to consent, the views of his/her **family**, friend or staff members or someone who knows the person well, should guide the decision-making regarding the use of restrictive practices; this is called **advocacy**.

Ability West - Advocacy Council

The **Advocacy Council** is a small number of individuals who advocate and represent the wider views of all individuals who avail of Ability West services. They will help you have a say and ensure your voice is being heard.



John Farragher, Chairperson , Advocacy Council

National Advocacy Service

There should be an **independent advocate** to stand alongside the person if required, to ensure his or her interests/needs are fairly represented.

There are also advocacy services where an external organisation can provide a person with expertise in representing the views of those who cannot do so independently to help in the decision making process.

This is called **The National Advocacy Service (NAS)**.



How will people know I am giving consent?



**You can say yes.
You can say no.**



**You might be asked
to sign something
to say yes.**



**You can say yes.
You can make a sign.
It is up to you.**

Do you need help to make up your mind?



You might want to ask questions like:

- ▶ How long will I need to use this?
- ▶ How long will I have this?
- ▶ What will happen if I say no?



Talk it over with a friend, relative, staff or advocate.



You might also want to ask questions.

Take time to think about it.

Health Information and Quality Authority (HIQA)



HIQA is an independent authority that exists to improve health and social care services for the people of Ireland.

HIQA's role is to develop standards, inspect and review health and social care services, and support informed decisions on how services are delivered.

For further information on HIQA, a staff member can help you access information, for example: "Guidance on promoting a care environment that is free from restrictive practices (March 2019)".



Important things to remember



- People with disability have the same rights as all people.
- There are times when we have to use restrictive practices to make sure everyone is safe.
- Restrictive practices are only used for the shortest time possible and are the least restrictive.
- We will try to reduce, stop or eliminate where possible.
- We will continually assess and review the use of restrictive practices.
- Staff will have information and training on restrictive practices.

Restrictive Practices Committee (RPC)



The RPC is a group of people within Ability West services who know about restrictive practices.

They decide if it is ok for us to use restrictive practices.

The RPC will review and check the restrictions regularly.

The key functions of the RPC are:

- ▶ Approving the use of restrictive practices.
- ▶ Monitoring the use of restrictive practices.
- ▶ Recording and reporting applications and decisions.
- ▶ Advising by promoting and encouraging a restraint free environment and use of least restrictive option.

Complaints Procedure

We want you to tell us if you are not happy.

We will not treat you badly if you speak up about something you do not like.

You can talk to someone.

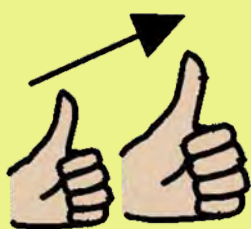
Sometimes you might not like what a person did to you. It might make you feel sad, scared or angry.

You can also tell someone about the things you like. You can tell someone about what they can do to help you.

Other people who can help are:

- ▶ Your friends
- ▶ Staff members
- ▶ Your family
- ▶ Other staff (Examples: social workers , psychologistst, doctors, etc.)

They will all try to work together to make things better for you.





A complaint is telling when you have a problem.



You can get help to solve the problem.



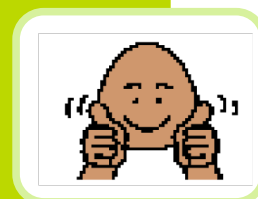
You can ask a friend/advocate to help you make a complaint.



You can talk about the problem.



The staff will help you make a plan, to make things better.



Your complaints help to make things better for everyone.



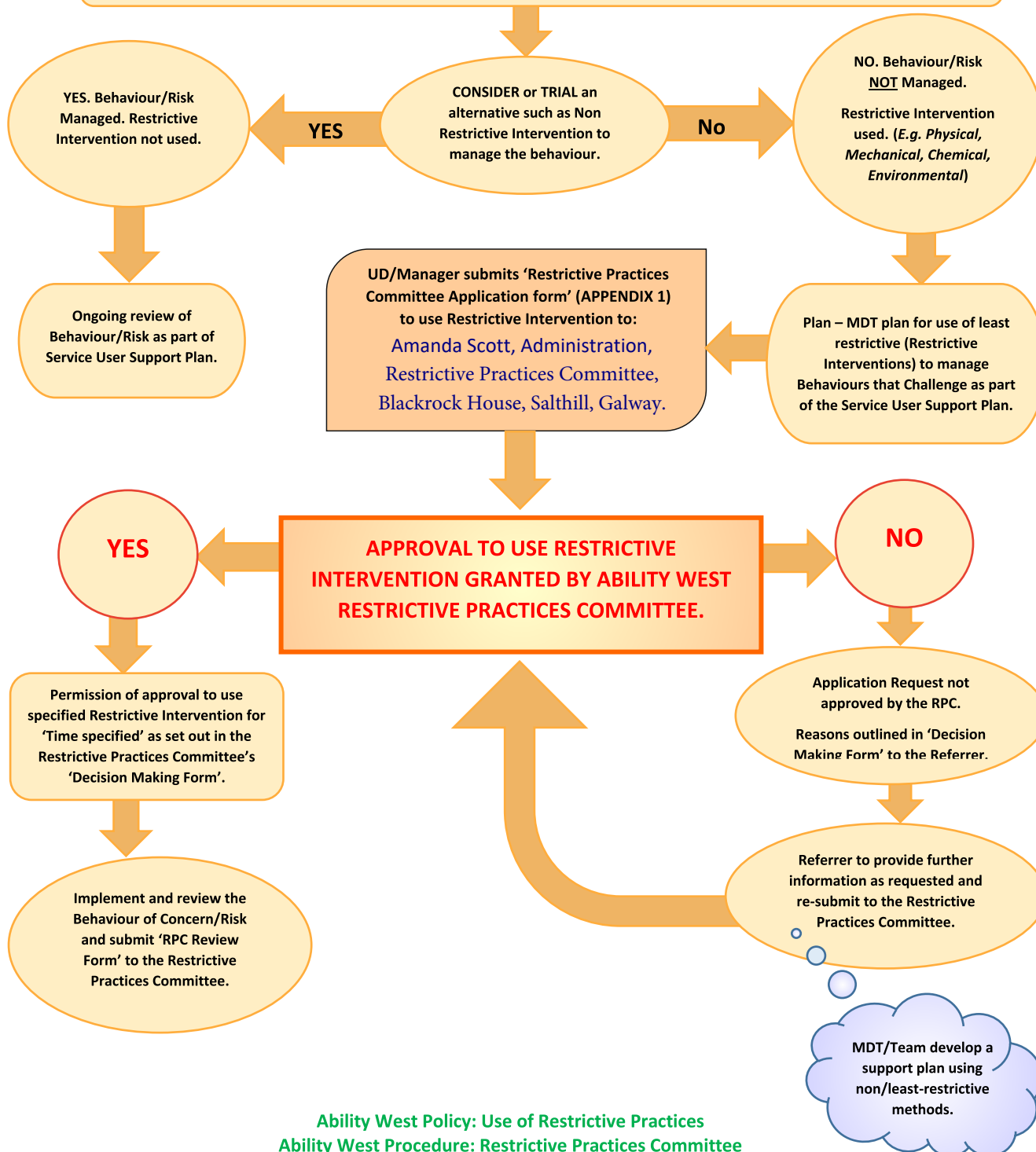
Your complaints are important to Ability West.

RESTRICTIVE PRACTICES COMMITTEE

CONSIDERING RESTRICTIVE INTERVENTIONS

IDENTIFYING BEHAVIOUR OF CONCERN

ASSESS: Team will complete a Comprehensive Assessment of the Service User, including relevant MDT, and the particular Behaviour of Concern; including Risk Assessment of the Behaviour Management Strategy.



Ability West Policy: Use of Restrictive Practices
Ability West Procedure: Restrictive Practices Committee

This Flow Chart was developed and approved by the Restrictive Practices Committee on 11/04/2018

Guidelines for Staff



The aim of this booklet is to ensure that people who avail of Ability West services are aware of restrictive practices, to raise awareness with their carers (staff, parents, guardians, next of kin, etc.), ensure that any care plans, risk assessments, etc. are reviewed and updated in line with any issues arising. Staff should have appropriate training on the use of restrictive practices, that focus on reducing or eliminating the use of restrictive practices.

This booklet should be explained to the person availing of Ability West services by their keyworker or other staff members that know them well. It can be done 1:1 or in small groups. Use this booklet as part of a total communication approach, using simple language, signs and gestures which support the person's level of understanding.

The keyworker / staff member can record in the person's notes that they have read through the booklet together.

When going through the booklet the keyworker / staff member should ensure that they clearly explain what is being read to them by asking questions, explaining things further and giving relevant examples to the person.

This may take some time, and can be discussed regularly.

This booklet complements Ability West's Policy: Use of Restrictive Practices and Procedures.

*Enabling
people
with
disabilities*



For further information contact:

Ability West,
Blackrock House,
Salthill, Galway, Ireland.
H91 R254
Tel: 091-540 900

