

Lone Worker Checklist

Before undertaking any home visits	Tick when complete/read
All community staff members to have completed mandatory training on conflict resolution.	
Ensure contact details for staff members are up to date and accessible.	
Planning for a homebirth/home visit	Tick when complete/read
Staff to highlight any concerns about client / partner / family to Team Leader / Community Manager.	
Check MIS for alerts.	
Check with GP surgery for alerts and update Team Leaders / Community Manager.	
Ensure homebirth risk assessment has been undertaken and documented on MIS.	
PRH&RSCH - Ensure community office aware of time of visit and communicate with community office when visit is complete. SRH&WH - Liaise with labour ward.	
PRH&RSCH - Ensure that all visits are brought in or phoned into office at end of shift.	
Do not do lone visits if client / partner / family are known to be aggressive / violent. Make clients aware that two health professionals will visit.	
Document any concerns and escalate to Team Leader / Community Manager.	
PRH&RSCH - Check that first aid kit is available either in pool car of homebirth bag.	
During visit	Tick when complete/read
All community staff to keep mobiles with them switched on during home visits at all times.	
Keep ID badge visible.	
Be alert to warning signs of aggressive behavior: All staff to have completed conflict management (every 3 years).	

<p>If community staff feels that there is any risk, to leave appointment as quickly and as safely as possible. If unable to leave then to call colleague for help:</p> <ul style="list-style-type: none"> • Say on phone “<u>I am at [patient’s name at address]. Can you check the red homebirth folder and let Sally O’Sullivan know that I’m going to be late to see her please.</u>” <p>Colleague then should be prompted to say “do you need the police?” and call for relevant help and escalate to managers.</p>	
<p>When parking:</p> <ul style="list-style-type: none"> • Ensure that no personal possessions are visible • Look out for street lamps and junctions and park nearby, so that the car can be seen easily. • Park car facing towards direction of exit. 	
<p>When in client’s home always be aware of entrances and exits, to enable quick escape if required.</p>	
<p>Be aware of positioning of equipment that potentially could cause harm.</p>	
<p>Be aware of your position in room in case of needing to escape, i.e. avoid corners of rooms.</p>	
<p>Use appropriate security measures e.g. mobile phones/trackers on cars.</p>	
<p>If no contact from community staff member at agreed time with community office / buddy / labour ward coordinator:</p> <ul style="list-style-type: none"> • Call community staff member. • Check wellbeing by using passwords. • If problem community staff member to say on phone “<u>I am at [patient’s name at address]. Can you check the red homebirth folder and let Sally O’Sullivan know that I’m going to be late to see her please.</u>” • Colleague then should be prompted to say “do you need the police?” and call for relevant help and escalate to managers. <p>If unable to contact community staff member within reasonable time limit (30 minutes) or if they have any concerns to call police on 999.</p>	