

## Domestic Violence in the Workplace Risk Assessment Form

Completed By: \_\_\_\_\_

Employee affected: \_\_\_\_\_ Date: \_\_\_\_\_

**\*this risk assessment should be kept in a confidential location and shared with those on a need to know basis**

(A) Nature of threat of Domestic Violence in the Workplace	(B) Threat of Domestic Violence in the Workplace Resulting From:	(C) What could happen if this threat of Domestic Violence occurred?	(D) Consequence	(E) Exposure	(F) Likelihood	(G) Risk Score
Against the employee experiencing the domestic violence	Stalking, phone threats, harassment, security breaches.					
Opportunistic	Working at night, walking to parking lot, access to washrooms, working alone					
Against the representative of the Department/Agency	Phone threats, stalking, security breaches, phone threats, harassment					
Other						

### Instructions and Score Sheet

1. Complete this worksheet for each situation where an employee may be at risk for domestic violence in the workplace.
2. Review the types of action from column (A) and the examples in column (B).
3. In column (C) list what could happen if domestic violence occurred on our workplace.
4. Turning to the risk assessment scores in Appendix 2, list the score for the potential for domestic violence under column (D) consequence, column (E) exposure, and column (F).
5. Multiply the numbers in the column (D), (E), and (F) and put the resulting number in column (G) under the risk score.
6. For values of (G) lower than 1, the risk is acceptable. Between 1 and 100, the score indicates potential problems that must be further examined. Between 100 and 250, the score indicates problems that must be corrected. Scores higher than 250 indicate a problem that must be dealt with immediately.

## Appendix 2

### Domestic Violence in the Workplace - Risk Assessment Scores

CONSEQUENCES	
<i>Degree of Severity of Consequences</i>	<i>Rating</i>
<i>Catastrophic: numerous fatalities</i>	100
<i>Several fatalities</i>	75
<i>Fatality</i>	50
<i>Extremely serious injury or permanent disability</i>	30
<i>Disabling injuries, irreversible tissue damage, post traumatic stress</i>	10
<i>Minor cuts, bruises, irritations, minor damage, feeling of intimidation</i>	2
EXPOSURE	
<i>The Threat of Domestic Violence Occurs (in the workplace)</i>	<i>Rating</i>
<i>Continuously (or many times daily)</i>	10
<i>Frequently (approximately once daily)</i>	6
<i>Usually (from once per week to once per month)</i>	3
<i>Occasionally (from once per month to once per year)</i>	2
<i>Rarely (it has been known to happen)</i>	1
<i>Very Rarely (not known to have occurred but considered remotely possible)</i>	.05
LIKELIHOOD	
<i>The likelihood of a Threat of Domestic Violence, including the consequences</i>	<i>Rating</i>
<i>Is the most likely and expected result if no changes are made</i>	10
<i>Is quite possible, would not be unusual, has even a 50/50 chance</i>	6
<i>Would be an unusual sequence of events or coincidence</i>	3
<i>Would be remotely possible coincidence, it has never happened.</i>	1
<i>Extremely remote but conceivable possible, it has never happened before</i>	.05
<i>Very Rarely (not known to have occurred but considered remotely possible)</i>	.05
RISK SCORE	
<i>Consequences X Exposure X Likelihood</i>	<i>Score</i>
<i>High – Must be corrected immediately</i>	>250
<i>Medium – must be corrected</i>	101-250
<i>Low – Situation should be examined and may be to be corrected</i>	1-100
<i>Risk Acceptable</i>	<1