

# Trainee Assessment

## Knowledge of risk management plan

Unit standard	Version	Level	Credits
23389 Describe risk management planning in a health or wellbeing setting	3	3	3

Your name:

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Your workplace:

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Your date of birth:

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NSN number (if you know it):

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### Declaration

- I was told about and understand the assessment requirements and appeals process.
- I have prepared my answers myself.
- Any evidence I have provided as my own, I produced myself.
- I understand that this assessment may be used for moderation and quality control purposes.
- I understand that when I achieve this unit standard my result will be registered with the New Zealand Qualifications Authority.

I confirm the above declaration:    Yes     No     Date: \_\_\_\_\_

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# Assessment summary (completed by assessor)

## Trainee's performance summary

Assessment tasks	Assessor's signature	Date achieved
Task 1: Describe risk management planning		

## Unit standard results

I have assessed the trainee and confirm that the requirements have been met to demonstrate competency in:

Unit standard	Version	Level	Credits	✓
23389 Describe risk management planning in a health or wellbeing setting	3	3	3	<input type="checkbox"/>



Assessor's name:	Assessor's number:
Signature:	Date:

# Trainee information

## Before you start

- The assessor/verifier will meet with you and talk about what you need to do.
- Read through the Careerforce workplace learning and assessment guide if you need more information about the assessment process.

## As you go

- Answer all questions. Refer to real or simulated situations when answering questions.
- Follow the instructions for each task.
- For this assessment, answer the questions for the task by:
  - writing your answers in the assessment
- If you answer by writing, you may write either electronically or by hand.
- If you answer verbally, your assessor will write your answer(s) or may use a voice recorder.
- Your assessor or verifier will use the checklists in this Trainee Assessment when they observe your work.
- If you need help with this assessment, please contact your assessor.

## When you finish

- Make sure you have completed any parts where the assessor/verifier has said you need to do more work.

## Appeals

If you wish to appeal against the assessment result or process, talk to your assessor.

If you are still not satisfied, you can appeal to Careerforce by completing the assessment result appeal form. You can find this form online at [www.careerforce.org.nz/contact/forms](http://www.careerforce.org.nz/contact/forms)

## Feedback

Careerforce regularly reviews our assessment and learning resources. As a user, we would appreciate feedback on how you found it. Feedback can be provided to Careerforce via:

- our online feedback form at [www.careerforce.org.nz/contact/resource-assessment-feedback](http://www.careerforce.org.nz/contact/resource-assessment-feedback)
- email to [info@careerforce.org.nz](mailto:info@careerforce.org.nz)

# Task 1: Describe risk management planning

For this task you will describe components of the risk management plan in a health or wellbeing setting. You will also describe the development, implementation and evaluation processes of a plan in accordance with your organisations policies and procedures.

**1** Review a risk management plan for your workplace and describe the components of this plan below.

Components could include:

- context.
- risks identified.
- risk analysis.
- risk evaluation.
- risk management strategies.
- communication.
- consultation processes.
- monitoring systems.
- other component.

Components from the workplace's risk management document are described.

- 2 Describe the process of developing, implementing and evaluating a risk management plan in a health or wellbeing setting and in accordance with your organisation's policies and procedures.

Write your answers to the questions in the table below.

Why would a risk management plan be developed and what is the process?

How would your organisation implement this risk management plan?

Once the risk management plan has been implemented, how does your organisation evaluate the effectiveness of the plan?

## Task 1: Assessor's feedback to trainee

When the assessor agrees that you have completed this task successfully, they will sign it off on the assessment summary page at the front of this assessment.