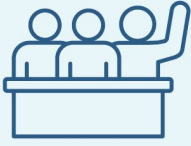




ARP Bulletin 10



Our rules about restrictive practices

What you need to know about our policy:

Authorisation of Restrictive Practices in Funded Disability Services Policy

Easy Read bulletin

Issue 10: June 2024



How to use this bulletin



A **bulletin** is important news we share with the community.



The Government of Western Australia
Department of Communities (the Department)
wrote this bulletin.

When you see the word 'we', it means
the Department.



We wrote this bulletin in an easy to read way.

We use pictures to explain some ideas.

Bold
Not bold

We wrote some important words in **bold**.

This means the letters are thicker and darker.



We explain what these bold words mean.

You can find out what they mean in the **Word list** section.



This is an Easy Read summary of another bulletin.

This means it only includes the most important ideas.

You can find all of our bulletins on our website.



www.wa.gov.au/government/document-collections/authorisation-of-restrictive-practices-resources



You can ask for help to read this bulletin.

A friend, family member or support person might be able to help you.



We recognise First Nations people as the traditional owners of our land – Australia.

They were the first people to live on and use the:



- land



- waters.

What's in this bulletin?

About our bulletins 6

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About our bulletins



We include this section in all our bulletins.

If you've already read this information, you can skip to the next section.

The next section is called **About Quality Assurance Panels**.



We want to make sure people in WA are safe.



So we need rules about how **providers** can use some types of supports.



A provider supports people with disability by delivering a service.

Sometimes providers use **restrictive practices** to keep:



- a person with disability safe



- other people safe.



Restrictive practices are actions that stop people from:

- moving
- doing what they want.



We wrote a **policy** so everyone knows what rules we have about restrictive practices.

A policy is a government plan for how to do things.

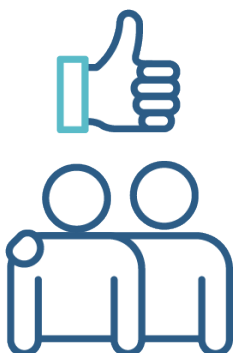


We call it the *Authorisation of Restrictive Practices in Funded Disability Services Policy*.

We wrote our bulletins to share information about:



- our policy



- research about **positive behaviour support**.

Positive behaviour support is about supporting a person with disability to live a good life.

About positive behaviour support

Positive behaviour support is about working together to:



- understand someone's behaviour
- meet their needs
- provide the right support to them.



This includes:

- asking questions
- being open to their experiences.



Providers can use positive behaviour support to help them:

- use less restrictive practices
- stop using restrictive practices.

Positive behaviour support is about helping:



- people who need supports
- and
- the people around them.

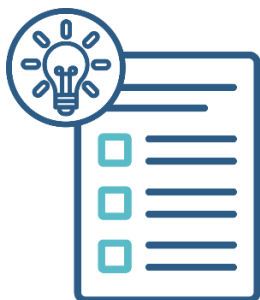
Positive behaviour support works best when everyone:



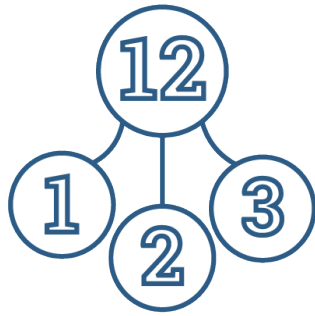
- listens to what a person with disability wants and needs
- works together.



There are 12 ideas about the best way to use positive behaviour support.



These ideas come from research called *Positive Behaviour Support in the UK: A state of the Nation Report* by Nick Gore and other researchers.



The researchers split the 12 ideas about positive behaviour support into 3 areas:

1



1. People's **rights** and living a good life.

Rights are rules about how people must treat you:

- fairly
- equally.



2. Understanding behaviour,
needs and experiences.

3



3. Providing high-**quality** supports.



Quality is about good services that:

- meet the needs of people with disability
- give people choice and control.

1

In each bulletin we explain one of the 12 ideas in more detail.

Our other bulletins



You can find our other bulletins on **our website**.

www.wa.gov.au/government/document-collections/authorisation-of-restrictive-practices-resources



You can also sign up to our bulletin.

We can email you every time we write a new bulletin.



You can sign up by **filling out a form online**.

www.confirmsubscription.com/h/d/A869AA30BCDE3CFD

Or you can visit **our website**.



www.wa.gov.au/organisation/department-of-communities/authorisation-of-restrictive-practices



Please share this form with your friends and family, so they can sign up too.

About Quality Assurance Panels



In this bulletin, we talk about **Quality Assurance Panels**.

A Quality Assurance Panel is a group of people who check **behaviour support plans**.



A behaviour support plan is a document that explains what support a person with disability needs.



Quality Assurance Panels decide if a restrictive practice can happen.



Quality Assurance Panels follow the rules in our policy about restrictive practices.



Quality Assurance Panels make sure that behaviour support plans include ways to:

- use less restrictive practices over time
- stop using restrictive practices over time.



Quality Assurance Panels also need to make sure that other people have a say in creating behaviour support plans.

This includes:



- people with disability
- families
- carers
- the provider who will use the behaviour support plan.

Who can be on a Quality Assurance Panel



A Quality Assurance panel must always have at least 2 members.

They will decide if a restrictive practice can happen.



A Quality Assurance Panel must always have:

- a senior manager who works for the provider that will use the behaviour support plan
- or
- a **delegate** of the senior manager.



A delegate is a person who:

- works for the provider
- the senior manager chooses to speak for them.



The senior manager or their delegate must:

- have experience supporting people with disability
- understand positive behaviour support.



A Quality Assurance Panel must always have an **external behaviour support practitioner.**



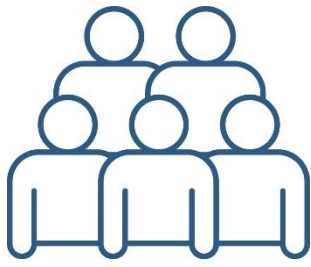
External behaviour support practitioners are people that:

- need to be on all Quality Assurance Panels
- help decide if a restrictive practice can happen.



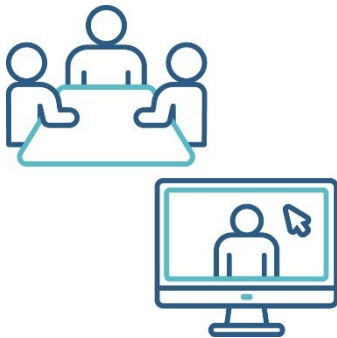
They don't:

- help create the behaviour support plan
- work for the provider who will use the behaviour support plan.



Other people can go to the Quality Assurance Panel meeting.

But these people can't decide if a restrictive practice can happen.

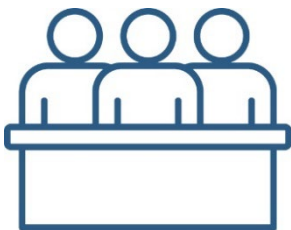


Quality Assurance Panels can happen:

- in person
- online.



There might be more than one provider that uses restrictive practices in a person's behaviour support plan.



When this happens, these providers should try to be on the same Quality Assurance Panel.



If the behaviour support plan changes, the Quality Assurance Panel will need to meet again to check the plan.



They will need to decide what restrictive practices will be in the new behaviour support plan.

What Quality Assurance Panel members must do



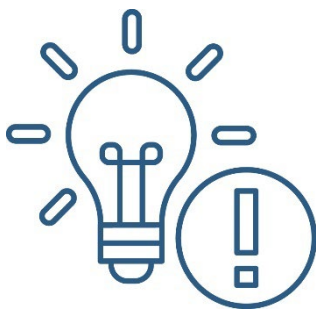
Members of a Quality Assurance Panel must understand what the restrictive practice will look like before they agree it can be used.



Members of a Quality Assurance Panel must also agree that the restrictive practice will keep a person with disability and the people around them safe.



Members of a Quality Assurance Panel need to check the restrictive practices against the **principles** in our policy.



Principles are important ideas we should always think about.

The principles in our policy make sure that providers:



- try other ways before they use restrictive practices
- only use restrictive practices when people are at risk
- use restrictive practices for the shortest time possible.

Members of a Quality Assurance Panel also need to make sure that:



- providers don't use the restrictive practice for more than 12 months



- they don't have any **conflicts of interests**.

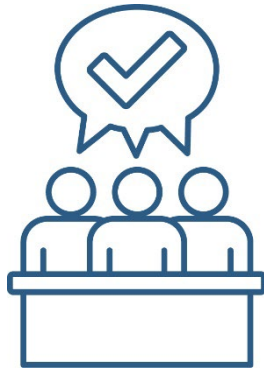
A conflict of interest is when someone could affect a decision so the result is better for them.



If a member thinks they might have a conflict of interest, they must tell the other Quality Assurance Panel members.



A member must also explain how they will manage the conflict of interest.



All members of a Quality Assurance Panel must agree on all of these things before a restrictive practice can happen.



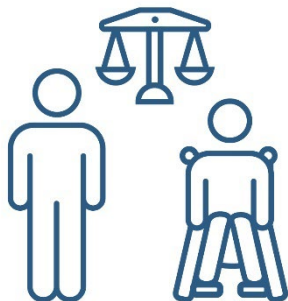
Members of a Quality Assurance Panel must include all of this information in the 'Outcome Summary Report'.

This is the report that the Quality Assurance Panel members must sign after their meeting.



It explains the reasons why the Quality Assurance Panel decided a restrictive practice can happen.

What providers need to do before a Quality Assurance Panel



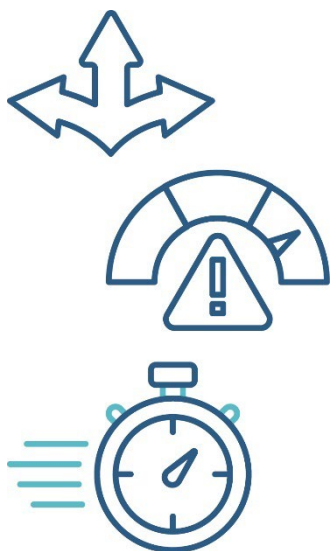
People with disability have the same rights as everybody else.

And it is important that everybody supports these rights.



Providers must make sure a behaviour support plan respects the rights of the person with disability before they set up a Quality Assurance Panel.

This includes making sure they will:



- try other ways before they use restrictive practices
- only use restrictive practices when people are at risk
- use restrictive practices for the shortest time possible.



Providers must make sure a behaviour support plan follows our policy before they set up a Quality Assurance Panel.



This includes making sure there is **evidence** that each restrictive practice follows the principles our policy.

Evidence is proof that something is true.



Providers must make sure that the restrictive practices they want to use are included in the behaviour support plan.



Providers must check that the restrictive practices will be used because of a **behaviour of concern**.



Behaviours of concern are things someone does that might put:

- themselves in danger
- other people in danger.



Providers must check that other people had a say in creating the behaviour support plan.

This includes:



- people with disability
- families
- carers
- the provider who will use the behaviour support plan.



Providers must check that the behaviour support plan includes ways to:

- use less restrictive practices over time
- stop using restrictive practices over time.

How to provide high-quality care and support

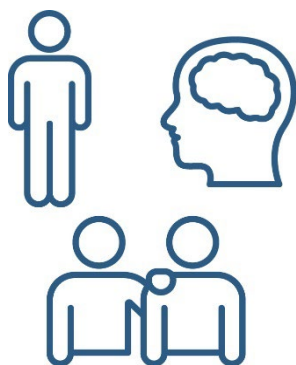


In this bulletin, we also look at how to provide high-quality care and support to improve a person's life.



There are 3 things that can affect:

- a person's experiences
- what they need.



These include:

- their body
- their mind
- the people around them.



Providers should think about these things to understand:

- a person's behaviour
- how to give them different types of support.

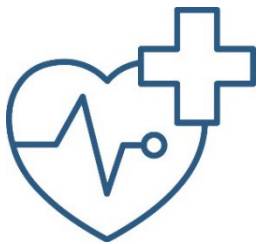
This means they can support the person to:



- do things they enjoy



- build good connections with other people

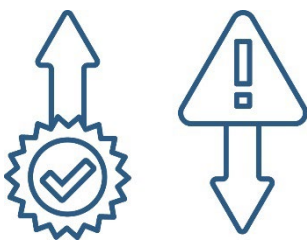


- have good physical health



- have more choice and control.

For example, choosing which activities they want to take part in.



When a person receives high-quality care and support, they are less likely to have behaviours of concern.



This means providers might not need to use restrictive practices with the person.



Providers should also make sure they work closely with:

- the person with disability
- other important people in the person's life.

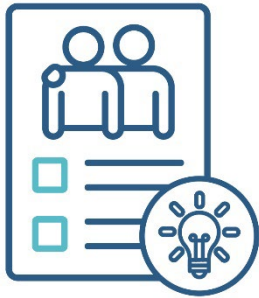


Providers can support other important people to understand:

- what support the person needs
- the best way to support them.



This might include giving them information and training.



In our next bulletin, we'll look at another of the 12 ideas from the positive behaviour support research.



The next idea is about how to collect information about a person with disability to understand what support they need.

Supports for families

Information about the policy



We have fact sheets you can read to learn about:

- our policy
- restrictive practices.



You can visit the individuals and families section on our website.

www.wa.gov.au/government/document-collections/authorisation-of-restrictive-practices-resources

Supports for providers



Development Disability WA (DDWA) can help providers find an external behaviour support practitioner for a Quality Assurance Panel.



Providers can email DDWA.

ddwa@ddwa.org.au



The Western Australian Government pays external behaviour support practitioners from DDWA to be on Quality Assurance Panels.

Tell us what you think



We want to know what you:

- think about our bulletins
- want to learn about.



You can send us an email.

arp@communities.wa.gov.au

We might include your question or topic in our next bulletin.



We also want to know what you think about the Quality Assurance Panel Outcome Summary Report.

You can find it in Stage Two of our guidelines.

You can send us an email.

arp@communities.wa.gov.au



You can contact the **NDIS Quality and Safeguards Commission (NDIS Commission)** if you have any questions about:

- restrictive practices
- how people support you.



The NDIS Commission makes sure people with disability who take part in the NDIS:

- are safe
- get good services.



You can send the NDIS Commission an email.

behavioursupport@ndiscommission.gov.au

Training and information sessions



We hold free information sessions for:

- providers
- families and carers
- behaviour support practitioners.



You can ask questions during the sessions.



All the sessions are online.

We use Microsoft Teams.



You can send us an email if you have a question about these sessions.

BehaviourSupportConsultancy@Communities.wa.gov.au



You can find future sessions in our most recent bulletin.

You can find our bulletins on our website.

www.wa.gov.au/government/document-collections/authorisation-of-restrictive-practices-resources

Training sessions for providers and behaviour support practitioners



There will be 10 information sessions for:

- providers
- **behaviour support practitioners.**



Behaviour support practitioners work with a person to create a behaviour support plan.

This plan might include restrictive practices.

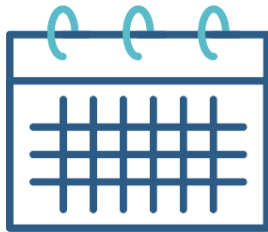
They follow the rules in our policy about restrictive practices.



2 of the information sessions are about:

- our policy
- restrictive practices.

These information sessions will be on:



- Wednesday 17 July 2024
from 10:30 am to 12 pm
- Tuesday 6 August 2024
from 1:30 pm to 3 pm.

You can sign up for these sessions on the
Eventbrite website.

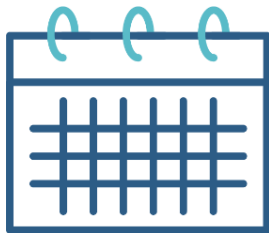


www.eventbrite.com.au/e/authorisation-of-restrictive-practices-arp-policy-overview-session-tickets-531745032707



3 of the information sessions are about practices that are not part of our policy.

These information sessions will be on:



- Tuesday 25 June 2024
from 1:30 pm to 3 pm
- Thursday 15 August 2024
from 1:30 pm to 3 pm
- Wednesday 18 September 2024
from 10:30 am to 12 pm.



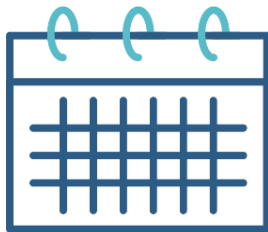
You can sign up for these sessions on the Eventbrite website.

www.eventbrite.com.au/e/arp-policy-deep-dive-out-of-scope-practices-tickets-682050831397



2 of the information sessions are about **supported decision-making** and our policy.

Supported decision-making is when someone helps you make important decisions about your life and how you live.



These information sessions will be on:

- Wednesday 31 July 2024
from 10:30 am to 12:30 pm
- Thursday 12 September 2024
from 1:30 pm to 3:30 pm.

You can sign up for these sessions on the Eventbrite website.



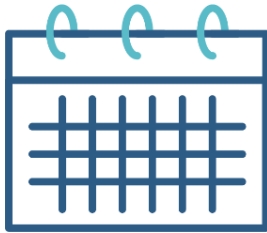
www.eventbrite.com.au/e/authorisation-of-restrictive-practices-policy-supported-decision-making-tickets-721881786857



3 of the information sessions are about how to:

- use less restrictive practices
- stop using restrictive practices.

These information sessions will be on:



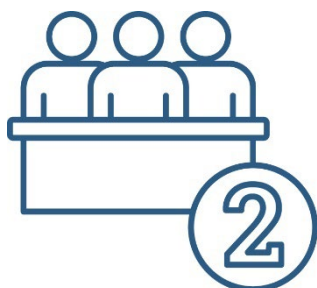
- Thursday 29 August 2024
from 10:30 am to 12 pm
- Tuesday 10 September 2024
from 1:30 pm to 3 pm
- Monday 16 September 2024
from 10:30 am to 12 pm.

You can sign up for these sessions on the Eventbrite website.



www.eventbrite.com.au/e/arp-policy-deep-dive-reduction-and-elimination-of-restrictive-practices-tickets-919198386117?aff=oddtcreator

Information sessions for senior managers and delegates who are on Quality Assurance Panels

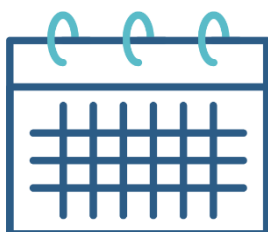


There will be 2 information sessions for senior managers and delegates who are on Quality Assurance Panels.



These sessions are about positive behaviour support.

These information sessions will be on:



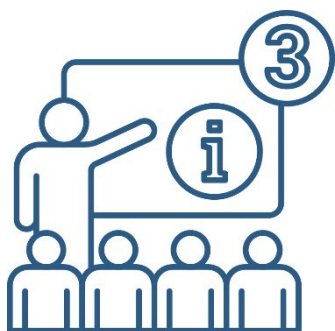
- Monday 22 July 2024
from 1:30 pm to 3 pm
- Tuesday 13 August 2024
from 1:30 pm to 3 pm.

You can sign up for these sessions on the Eventbrite website.



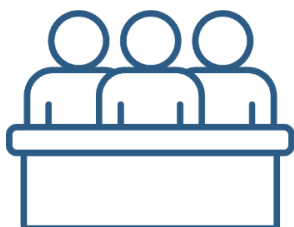
www.eventbrite.com.au/e/intro-to-positive-behaviour-support-for-senior-managers-delegates-on-qaps-tickets-682006278137

Information sessions for senior managers, delegates and practitioners



There will be 2 information sessions for:

- senior managers
- delegates
- practitioners.

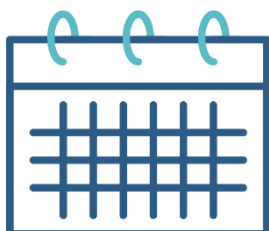


These information sessions are about Quality Assurance Panels.



If you want to take part, you first need to go to an information session about positive behaviour support.

These information sessions will be on:



- Thursday 25 July 2024
from 10 am to 1 pm
- Monday 26 August 2024
from 1 pm to 4 pm.

You can sign up for these sessions on the Eventbrite website.



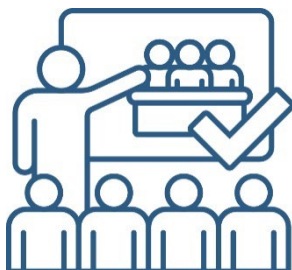
www.eventbrite.com.au/e/quality-assurance-panels-introductory-session-tickets-682040550647

Quality Assurance Panels practice group sessions



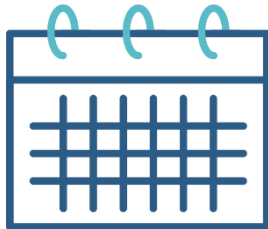
There will be 3 practice groups for:

- senior managers
- delegates
- practitioners.



You need to go to an information session about Quality Assurance Panels before you can take part in a practice group session.

Practice group 1 – Example 'Kate'



This practice group session will be:

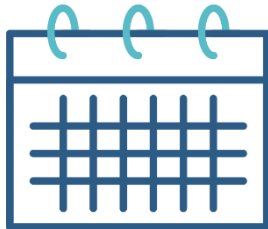
- on Thursday 1 August 2024
- from 10:30 am to 12:30 pm.



You can sign up for this practice group on our Eventbrite website.

www.eventbrite.com.au/e/arp-quality-assurance-panels-practice-session-scenario-1-kate-tickets-795108530017?aff=oddtcreator

Practice group 2 – Example 'Anne'



This practice group session will be:

- on Wednesday 21 August 2024
- from 1:30 pm to 3:30 pm.

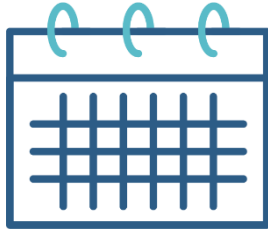


You can sign up for this practice group on our Eventbrite website.

www.eventbrite.com.au/e/arp-quality-assurance-panels-practice-session-scenario-2-anne-tickets-795117286207?aff=oddtcreator

Practice group 3 – Example 'Marcus'

These practice group sessions will be on:



- Wednesday 26 June 2024
from 10:30 am to 12:30 pm
- Tuesday 3 September 2024
from 1:30 pm to 3:30 pm.

You can sign up for this practice group on our Eventbrite website.



www.eventbrite.com.au/e/arp-quality-assurance-panels-practice-session-scenario-3-marcus-tickets-795118660317?aff=odtdtcreator

Word list

This list explains what the **bold** words in this document mean.



Behaviour support plan

A behaviour support plan is a document that explains what support a person with disability needs.



Behaviour support practitioner

Behaviour support practitioners work with a person to create a behaviour support plan.

This plan might include restrictive practices.

They follow the rules in our policy about restrictive practices.



Behaviours of concern

Behaviours of concern are things someone does that might put:

- themselves in danger
- other people in danger.



Bulletin

A bulletin is important news we share with the community.



Conflict of interests

A conflict of interest is when someone could affect a decision so the result is better for them.

Delegate



A delegate is a person who:

- works for the provider
- the senior manager chooses to speak for them.

External behaviour support practitioner

External behaviour support practitioners are people that:

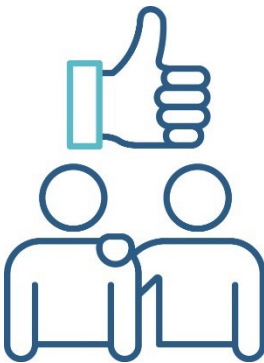


- need to be on all Quality Assurance Panels
- help decide if a restrictive practice can happen.



Policy

A policy is a government plan for how to do things.



Positive behaviour support

Positive behaviour support is about supporting a person with disability to live a good life.



Providers

Providers support people with disability by delivering a service.

Quality



Quality is about good services that:



- meet the needs of people with disability
- give people with disability choice and control.

Quality Assurance Panel



A Quality Assurance Panel is a group of people who check behaviour support plans.

They decide if the restrictive practice can happen.

They follow the rules in our policy about restrictive practices.

Restrictive practices



Restrictive practices are actions that stop people from:

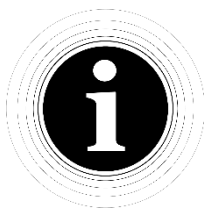
- moving
- doing what they want.

Rights



Rights are rules about how people must treat you:

- fairly
- equally.



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