

# **Participant Support, Risk and Emergency Management Plan (PSREM) Policy & Procedure**



A Policy and Procedure tells you **HOW** and **WHY** we do things. When you see the word **we** in this document it means **Identitywa**



This policy is written so it is easy to read. The first time we use hard words we write them in **blue**. Then we explain what the word in **blue** means.



This policy and procedure is about having your own **Participant Support, Risk and Emergency Management Plan (PSREM)**.



- Your PSREM is an emergency plan which helps you get ready for dangers.
- It tells you what to do if something bad happens.
- It helps keep you safe and calm.
- It is important to have a emergency PSREM.



Your PSREM includes things like:

- Who you are.
- Your important contacts.
- The support you receive.
- Medical and health information.
- How we can help you in an emergency.



## **Making your PSREM**

- We will help you to make your PSREM
- We want you to be part of making your PSREM.
- You can ask others to help with your PSREM.
- You can ask someone you trust to look at your PSREM.



## **When making your emergency plan:**

- You can talk to someone you trust
- You can talk to your family about your PSREM.
- You can talk to a friend too.
- Your support worker is also a good person to talk to.

## **Planning with family or friends:**



- Talk to them about what help you might need in case of an emergency.
- They can give you good ideas and advice.
- They will help you feel safe.

## **What happens with your PSREM?**



- You get a completed copy of your PSREM.
- We keep a copy of the PSREM too.
- Your PSREM must be kept in a safe place that is easy to find in an emergency.
- We will also help you practice things in your PSREM.
- Practice helps you to know what you need to do and what we will do in an emergency.



### More Information:

- You can call the Quality and Compliance Team on (08) 9474 3303.
- If you prefer, you can send them an email. [quality.feedback@identitywa.com.au](mailto:quality.feedback@identitywa.com.au).
- They will help you with your questions.
- They are there to support you.

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