



After an assault on a member of staff

The first hour, and the week after



EM Orbit

The person first. Reporting, police and the court are the organisation's job to support, never the victim's job to carry. Keep this card at the nurse in charge's desk.

Staff member

Date and time

Leader on duty

First hour

- ☐ Staff member in a safe place, with a colleague, not alone
- ☐ Injuries assessed and treated; photographs taken with consent
- ☐ Relieved from the shift; cover arranged; sent home safely, not driving if shaken
- ☐ Assailant managed by security; patient care for them handed to another clinician
- ☐ Incident reported in the organisation's system; CCTV preserved
- ☐ Police called if the staff member wishes, or if policy requires; their choice supported either way

This week

- ☐ Named person phones them within 24 hours, then again before their next shift
- ☐ Paid leave or adjusted shifts offered where policy allows
- ☐ Occupational health and counselling offered, in writing
- ☐ Statement taken by the organisation, not left to the victim to chase
- ☐ The team told what happened and what is being done, with the victim's consent
- ☐ Return-to-work conversation held, and the first shift back planned

Follow-up

Action	Owner	Date	Done

For the leader

Count every assault, every month, and show the number to the team and the executive. A rising count after you ask people to report is reporting working, not violence rising.

