



Government of **Western Australia**
Department of **Communities**

Our restrictive practices policy

The rules that providers need to follow

Easy Read version



How to use this document



We are the Government of Western Australia
Department of Communities.

We wrote this document.



We wrote some words in **bold**.

We explain what these words mean.

There is also a list of these words on page 25.



You can ask someone you trust for support to:

- read this document
- find more information.



This is an Easy Read summary of another document.

It only includes the most important ideas.



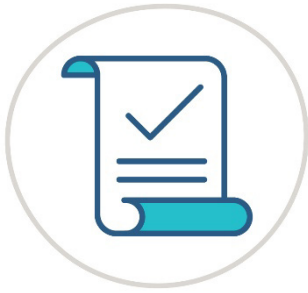
You can find the other document on our website.

www.wa.gov.au/organisation/departments-of-communities/policy-and-procedure-guidelines

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About our policy



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



This policy is called the Authorisation of Restrictive Practices in Funded Disability Services Policy.

In this document we just call it the policy.



Restrictive practices are actions that stop people from:

- moving
- doing what they want.



This policy explains what **providers** need to do before they can use restrictive practices.



A provider supports people with disability by delivering a service.

It also explains:



- who needs to follow these rules



- what happens when providers break the rules.



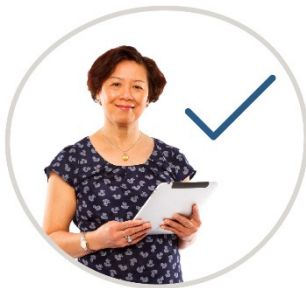
This policy is part of our plan to:

- use less restrictive practices
- stop using restrictive practices.

Who needs to follow our policy



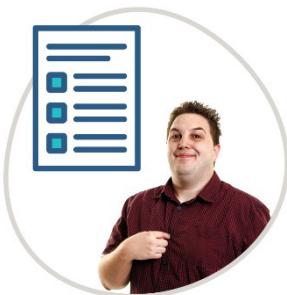
All disability providers that work in WA need to follow the rules in our policy.



Behaviour support practitioners must also follow the rules in our policy.



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



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

This plan might include restrictive practices.



The National Disability Insurance Scheme (NDIS) is a way the Australian Government helps pay for disability supports.



Sometimes the NDIS might have rules that are different to our policy.



When this happens, NDIS providers should follow the NDIS rules instead.

Types of restrictive practices



This policy is about 5 types of restrictive practices.

Seclusion



Seclusion is when a person has to stay alone in a room or space.



This includes when they:

- can't leave
- or
- feel like they can't leave.

Chemical restraint



Chemical restraint is when someone uses medicine to change how a person behaves.



It doesn't include medicine that a doctor gives someone for an illness that they have.



For example, medicine they need for:

- their mental health
- a physical illness.

Physical restraint



Physical restraint is when someone holds:

- a person's whole body
- part of their body.



This is to try to stop the person from:

- moving
- doing something.

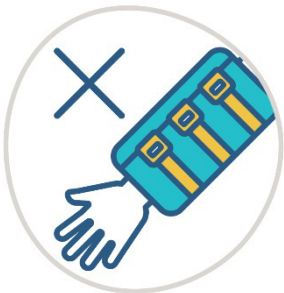


It doesn't include quickly guiding a person away from danger.

Mechanical restraint



Mechanical restraint is when someone uses equipment that stops a person moving.



It doesn't include equipment that supports people.

For example, an arm splint that stops a person hitting themselves when they are hurt.

Environmental restraint



Environmental restraint includes actions that stop a person from:

- using certain things
- going into certain areas
- taking part in activities.

Our policy principles



Principles are important ideas we should always think about.



The principles in our policy help make sure providers protect the **rights** of people with disability.



Rights are rules about how people must treat you:

- fairly
- equally.

People with disability have the right to:



- respect



- safety



- make their own decisions.



Providers must make decisions that support people with disability to live a good life.



Providers should believe that people with disability can make their own decisions.



Everyone has the right to be safe where they:

- work
- live.



They also have the right to take part in their community.



Providers must try other ways to manage behaviour before they use a restrictive practice.



Providers must only use a restrictive practice when people are at risk of harm.



Providers must use a restrictive practice as much as is needed to keep people safe.



Providers must respect a person with disability's:

- family
- carer
- friends.

What providers need to do



Providers need to get approval before they can use a restrictive practice.



Restrictive practices must always be:

- in a behaviour support plan
- approved by a **Quality Assurance Panel**.



A Quality Assurance Panel is a group of people who must:

- check a behaviour support plan
- decide if the restrictive practice can happen.



A Quality Assurance Panel must follow the rules in our policy.



Providers need to create their own restrictive practice:

- policies
- plans.



This will support providers to make sure behaviour support plans include what a person with disability wants.



The policies and plans will also make sure providers support people with disability to:

- make decisions
- do things the way they want to.



The policies and plans will also guide how a provider:

- gets approval to use restrictive practices
- uses restrictive practices.

When a provider breaks the rules

NDIS providers



NDIS providers who break the rules must tell the **NDIS Quality and Safeguards Commission (NDIS Commission)**.



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

- are safe
- get good services.



The NDIS Commission has rules about what NDIS providers will need to do.



This includes giving the NDIS Commission a report about what happened.

State disability services



State disability services are providers that we give money to.



State disability services who break the rules need to write us a report about what happened.

What we need to do



We need to support providers to follow the rules in our policy.



This includes supporting providers to write their own restrictive practice:

- policies
- plans.



We need to support behaviour support practitioners so they can work well in WA.



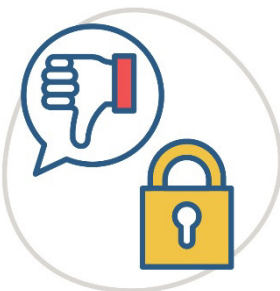
We need to deal with any complaints about disability services that we give money to.

Managing complaints

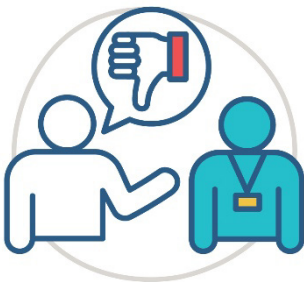


A **complaint** is when you tell someone that something:

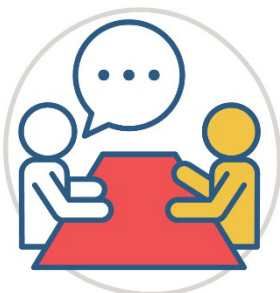
- has gone wrong
- isn't working well.



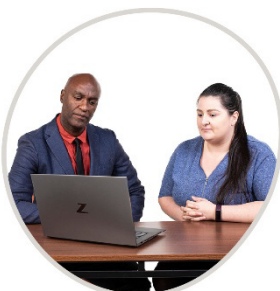
You can make complaints about how a provider gets approval for a restrictive practice.



You can talk to the provider about your complaint.

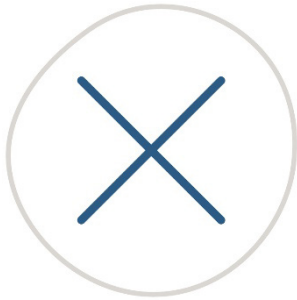


If the provider can't fix the problem, you can talk to us.



You can ask someone to support you to make a complaint.

What our policy doesn't include



Providers can't get approval for **prohibited practices**.



Prohibited practices are things that are never okay.

They are against the law.



Sometimes providers are allowed to use **therapeutic devices**.

A therapeutic device is a device that:

- helps someone with their health and wellbeing
- can make a person's life better.



A therapeutic device is not a restrictive practice when the provider uses it to support someone.

But a therapeutic device might become a restrictive practice if:



- a provider uses it to change how a person behaves



- the person doesn't want to use it.



Providers will need approval to use a therapeutic device as a restrictive practice.



Sometimes people with disability can do things that don't have a purpose.



These behaviours might hurt:

- themselves
- the people around them.



Providers don't need approval under this policy to manage these behaviours.



A **court** can say a provider must use a restrictive practice.

A court is a place where decisions about the law are made.



When this happens, the provider doesn't need approval under this policy.

Word list

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



Policy

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



Restrictive practices

Restrictive practices are actions that stop people from:

- moving
- doing what they want.



Providers

A provider supports people with disability by delivering a service.



Behaviour support practitioners

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



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

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Principles

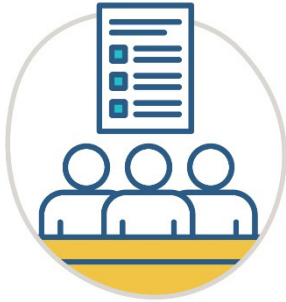
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Rights

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- fairly
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Quality Assurance Panel

A Quality Assurance Panel is a group of people who must:

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- decide if the restrictive practice can happen.



NDIS Quality and Safeguards Commission (NDIS Commission)

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

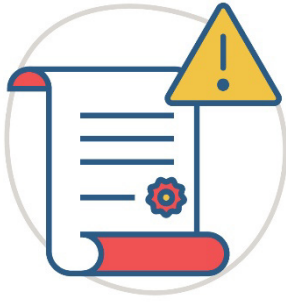
- are safe
- get good services.



Complaint

A complaint is when you tell someone that something:

- has gone wrong
- isn't working well.



Prohibited practices

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Therapeutic devices

A therapeutic device is a device that:

- helps someone with their health and wellbeing
- can make a person's life better.



Court

A court is a place where decisions about the law are made.

Contact us



You can send us an email.

arp@communities.wa.gov.au



You can visit our website.

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



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