

USE OF PHYSICAL RESTRAINTS POLICY

1. **Definitions:**

Support Worker: (with respect to the Physical Restraints Policy):

A member of Community Living-Central Huron Staff who provides direct support to a person within their place of residence.

Volunteer:

An unpaid individual with specific tasks, as determined by the Agency.

Ministry:

Means the Ministry of Children, Community & Social Services and the Ministry of Children and Youth Services.

Behaviour Support Plan:

A document based on a written functional assessment of a person that considers historical and current, biological, medical, psychological, social and environmental factors (bio-psycho-social model) that outlines intervention strategies designed to focus on the development of positive behaviour, communication and adaptive skills.

Physical Restraint:

Means using a holding technique to restrict a person's ability to move freely. Further, the Ministry states physical restraint does not include: restriction of movement, physical redirection or physical prompting, if the restriction of movement, physical redirection or physical prompting is brief, gentle and part of a behaviour teaching program.

Mechanical Restraint:

Is a means of controlling behaviour that involves the use of devices and equipment to restrict movement; but does not include any of the following restraints or devices:

- a) that are worn most of the time to prevent personal injury, such as a helmet to prevent head injury resulting from seizures or a device to safely transport a person in a motor vehicle,
- b) that help to position balance, such as straps to hold a person upright in a wheelchair, or
- c) that is prescribed by a physician to aid in medical treatment, such as straps used to prevent a person from removing an intravenous tube.

Mechanical restraints are to be used only when identified in the person supported approved behavioural support plan.

The Nonviolent Crisis Intervention Program:

This safe, non-harmful behaviour management system is designed to aid Staff members in maintaining the best possible care, welfare, safety and security for agitated or out-of-control person supported even during their most violent moments.

Nonviolent **Physical** Crisis Intervention is used only as a last resort when a person is a danger to self or others. It is the only physical restraint intervention sanctioned by Community Living-Central Huron for trained Support Workers to use. Nonviolent Physical Crisis Intervention involves the use of safe, non-harmful control and restraint positions to safely control an individual until they can regain control of their behaviour.

2. **Training and Education Requirements:**

All Support Workers are required to be trained in CPI's Nonviolent Crisis Intervention, as per Ministry Regulations. CL-CH volunteers are restricted from using a physical restraint and therefore training is not required. Training and ongoing education will be provided, as follows:

- a) All Support Workers will be trained in CPI's Nonviolent Crisis Intervention Program.
- b) Newly hired Support Workers, who have not been trained in CPI Nonviolent Crisis Intervention in the past twelve months previous to hire, will be educated on the Agency's Policy within the first thirty days of employment. All Staff must be trained in and successfully complete the physical portion (Unit 8) of CPI Nonviolent Crisis Intervention prior to carrying out a physical restraint. This training is inclusive of a review of all legislated regulations, Ministry policies and Agency policies applying to the use of physical restraints;
- c) Documentation of initial training and annual updates will be maintained in a central binder;
- d) Support Workers must participate in a formal refresher course every six to twelve months; all Staff will review existing regulations and policies applying to the use of physical restraints at least annually, during their annual performance review. Only Staff who successfully complete the physical portion (Unit 8) of the CPI Nonviolent Crisis Intervention training will be authorized to use physical interventions; and
- e) Community Living-Central Huron, may at its own discretion, determine Support Workers' participation in Nonviolent Crisis Intervention training at different intervals, dependent on the needs of persons supported and/or Support Workers' skill sets.

3. **Rules Governing the Use of Physical Restraints:**

Physical restraint may be carried out only for the purpose of preventing a person supported from physically injuring or further physically injuring themselves or others and only if there is a clear and imminent risk that the person supported will physically injure or further physically injure themselves or others. While safety is always the priority, preserving the dignity of the person supported should also be considered. Physical restraint may never be carried out for the purpose of punishing a person supported by the Agency. Non-physical interventions are always preferred. A physical restraint may be carried out only after it is determined that less intrusive interventions are or would not be effective in preventing the person supported from physical injury or further physical injury of themselves or others. Support Workers implementing the use of nonviolent physical crisis intervention are required to follow the techniques, as per CPI's Nonviolent Crisis

Intervention training program. Failure to follow said techniques will be grounds for disciplinary action. When a physical restraint is carried out, it must be carried out using the least amount of force that is necessary to restrict the ability of the person supported to move freely. Physical interventions are intended to be pain-free. During the use of physical restraint, the well-being of the person supported being restrained must be continually monitored and

assessed. Physical restraint of a person supported being restrained must be continually monitored and assessed. Physical restraint of a person supported must be stopped upon the earlier of the following: when there is no longer a clear and imminent risk that the person supported will physically injure themselves or others or when there is a risk that the physical restraint will endanger the health and safety of the person supported.

4. **Debriefing Process:**

A debriefing process consisting of two steps will be conducted firstly with the Support Worker(s) who performed the physical restraint. The Supervisor or designate will be responsible to initiate and finalize the debriefing process, consistent with nonviolent crisis intervention training (ie. CPI COPING Model).

The second step will involve the Support Worker and the person supported who was physically restrained, ensuring the process is conducted to accommodate the psychological and emotional needs and cognitive ability of the person supported. The debriefing will be conducted within forty-eight (48) hours after the physical restraint was carried out, or if circumstances do not permit, the debriefing will be conducted as soon as possible after the forty-eight (48) hour period and a record will be kept of the circumstances which prevented the debriefing process from occurring within the forty-eight (48) hour period.

5. **Reporting:**

Any use of physical restraint is required to be reported to the Ministry of Community and Social Services as a Serious Occurrence. Use of a mechanical restraint which was not in the person supported approved behavioural support plan must also be reported to the Ministry. The Supervisor or designate will advise the parent, guardian or emergency contact, as appropriate, after physical restraint of a person supported. The Executive Director, or designate, will report the use of physical intervention and/or mechanical restraint to the Ministry of Community and Social Services within twenty-four (24) hours; the Serious Occurrence Initial Notification Report will be submitted, followed by the Serious Occurrence Inquiry Report within seven (7) days of the Initial Report. Support Workers will complete documentation on the designated form to be returned to the Supervisor or designate within twenty-four (24) hours or the first working day following the use of physical intervention.

6. **Overview:**

The procedure that is to occur following the use of physical intervention, should Nonviolent Physical Crisis Intervention be implemented:

- a) **Support Worker** - Contact the relevant Supervisor or Pager immediately following the use of physical restraint or mechanical restraint (if not in the person supported approved behavioural support plan). Complete documentation using the designated form (return to Supervisor or designate within 24 hours or the first working day following the use of physical intervention).
- b) **Supervisor or designate** - Immediately contact the Executive Director or designate upon being advised of the use of physical restraint. Conduct debriefing (CPI COPING Model). Advise family, guardian, or emergency contact of physical intervention, as appropriate.
- c) **Executive Director or designate** - Report the use of physical restraint, mechanical restraint to the Ministry of Children, Community and Social Services within twenty-four (24) hours, followed by the seven (7) day Serious Occurrence Inquiry Report.

Related Policies:

- Vision, Mission and Service Principles (A-001)
- Guiding Principles (A-002)
- Confidentiality (A-003)
- Privacy (A-004)
- Press and Media Releases (B-002)
- Social Media and Agency Equipment Usage Policy (B-006)
- Volunteer (B-007)
- Accessibility Policy (B-009)
- Duty of Care (B-010)
- Code of Conduct (B-011)
- Individual Welfare/Rights (C-001)
- Behaviour Support (C-002)
- Complaint/Feedback Policy and Procedures for Persons Supported (C-003)
- Abuse Policy - Prevention, Reporting and Managing (C-004)
- Serious Occurrence (C-006)
- Communication Book (C-007)
- Individual Support Policy for Persons Receiving Service (C-009)
- Orientation of People Supported (C-011)
- Medical Care of Person Supported Policy (C-012)
- Health & Safety Policy Statement (D-001)
- Medication Policy Statement (D-002)
- Emergency Policy (D-003)
- Bullying, Harassment and Workplace Violence Policy and Procedures (D-007)
- First Aid Policy and Procedures (D-011)
- Working Alone Policy (D-012)
- Hazard/Risk Policy and Procedures (D-014)
- Health and Safety Orientation Policy (D-015)
- Location Health and Safety Representatives Policy (D-016)
- Lifts, Transfers and Physical Assistance Policy (D-023)
- Incident/Accident Investigation Policy (D-024)
- Employee and Volunteer Orientation Policy (E-005)
- Professional Development/Training Policy (E-006)
- Individual Consultation Policy (E-007)
- Employee Performance Appraisal (E-008)
- Employee Performance Standards (E-011)
- Disciplinary Policy (E-012)