

Policy No: 03-1219	Authorised: 	Date: 04/02/2020
<b>RELATED STAFF MEMBERS RISK MANAGEMENT</b>		

*This Policy defines the Organisation's position with respect to individual Staff members who are in a relationship with a colleague and who work closely together.*

1. **Relationships** - members of staff who have regard for each other beyond that of being just work colleagues. This will include the following:
  - Friendships that extend beyond the working situation.
  - Family members.
  - Partnerships - civil, marriage.
  - Casual relationships.
  
2. **Working Situations** - this will address the following scenarios:
  - Working together to deliver the Care Service to individual Service Users.
  - Working within the Organisation, but not directly together.
  - One staff member being in a supervisory position above the other.
  
3. **Considerations** - the following will be taken into account:
  - Possible implications for Care Service delivery standards.
  - How the situation may affect other staff.
  
4. All staff in whatever position within the company must inform the Manager if they are in a relationship with another staff member, ref.1 above.
  
5. The management will have discussions with the staff concerned and consider the optimum satisfactory working arrangements for all parties.
  
6. Where the management, having considered all relevant information, decide that the disclosed relationship will not have any adverse effect, the appropriate working arrangements may be implemented or continued. This will be monitored through on-going Staff Shadowing practices, ref *Policy No: 1407*.
  
7. In the case of Care Workers who work as a team, all the Service Users that they visit will be informed of the relationship that exists between them. Appropriately, Service Users will retain the right to request different Carers if they wish, ref *Policy No: 3010*.

**POLICY REFERENCES:**

- Policy No: 1004 Code of Conduct for Care Staff*  
*Policy No: 1014 Inducements & Conflict of Interests*  
*Policy No: 1103 Whistle-Blowing Policy*  
*Policy No: 1407 Staff Shadowing of Work Duties*  
*Policy No: 3010 Assignment of Care Workers to Service Users*  
*Policy No: 4010 Workplace Bullying*  
*Policy No: 4110 Reporting of Untoward Incidents, Near Misses & Risks*