



Youth Justice Research Project Risk Management Plan

A risk management plan should be submitted in conjunction with the research application form. The plan should be regularly reviewed throughout the duration of the project and updated where required.

When completing the plan, please use the *risk matrix* (below) to determine the associated risk level.

					Risk Tolerance	
					↓	
Likelihood ↑	Rare	LOW	LOW	LOW	MEDIUM	HIGH
	Unlikely	LOW	LOW	MEDIUM	MEDIUM	HIGH
	Possible	LOW	MEDIUM	MEDIUM	HIGH	HIGH
	Likely	MEDIUM	MEDIUM	HIGH	HIGH	EXTREME
	Almost Certain ↓	MEDIUM	MEDIUM	HIGH	EXTREME	EXTREME
		Insignificant	Minor	Moderate	Major	Critical
← Consequence →						



Risk description	Likelihood	Consequence	Rating	Treatment
<p>Describe the potential demands, risks, inconvenience, and discomfort to the sample population/s and, if applicable, staff involved in recruitment.</p> <p>e.g.,</p> <p><i>Risks associated with culturally inappropriate mechanisms of recruitment, consent and elicitation. Could result in re-traumatising participants.</i></p>	<p>e.g., Likely</p>	<p>e.g., Moderate</p>	<p>e.g., High</p>	<p>Detail actions that will be taken to prevent or minimise risk.</p> <p>e.g.,</p> <ul style="list-style-type: none"> • <i>Ensure recruitment is undertaken by an Aboriginal or Torres Strait Islander staff member where possible,</i> • <i>Provision of training to all staff who will support recruitment, including training in cultural protocols for engagement and obtaining consent,</i> • <i>Inclusion of parents or community guardians in consenting processes, including in-custody, and</i> • <i>Provision of age and culturally appropriate written project materials, as well as verbal explanation of the study.</i>



Risk Management Approaches

This is a summary of the risk management approaches that will be utilised during the project. It complements the strategies that are outlined in the approved ethics application document and in the project description.

Pre-interview (example)

- *Staff will be responsible for distributing recruitment material, including the participant information sheet, and advising young people of the choices they have regarding participation and the option for having a support person available during the interview.*
- *Once a young person has indicated that they would like to participate, the researcher will go through the participant information sheet with the young person again to ensure their understanding of the project. This will occur prior to a consent form being signed.*
- *Part of this process will involve reminding the young person that the interview is voluntary, they do not have to answer any questions that they do not want to, and they can decide to end the interview at any time.*
- *The researcher will also check/reaffirm the option for having a support person during the interview.*

During participant interview (example)

- *Acknowledge the young person's experiences and the way they want to interact.*
- *Check regularly during the conversation that they feel safe and happy to continue.*

Responding to concerns (example)

- *If young person's experiences raise concerns or reasonable grounds for belief of risk/harm to them, the researcher will stop the interview and discuss the concerns with the young person. Where required, the researcher will inform the Department of the concerns.*

Responses to emotional distress will include (example)

- *Acknowledging awareness of the young person's distress.*
- *Assessment of degree of severity, safety and wellbeing.*
- *Consideration of specific cultural or other details that will help to care for the young person.*
- *Consultation and referral to appropriate personnel, counselling, support persons and case/youth worker.*





Responses to disclosure of risk/harm (including if a crime may have been committed) to young person include (example):

- *Support and acknowledge belief of harm.*
- *Reassure the young person of the importance of disclosure and researcher's obligation to make a report.*
- *Assess degree of severity, safety and wellbeing.*
- *Report to appropriate staff and case/youth worker.*
- *Consider specific cultural or other details which may support the young person.*

At end of interview (example)

- *Review young person's feelings of safety and wellbeing.*
- *Remind them of the support information in the participant information sheet.*
- *Remind them that they can ask questions about the research by calling the researcher's phone number or via email.*
- *Provide local support contacts to the young person.*