# Process for appointment of a team for a privileged Preliminary Risk Assessment (PRA)

*Health Services are encouraged to adapt the flow chart to reflect local processes*

Notification of clinical Harm Score 1 or clinical incident with serious systemic issues

PRA completed

CE finalises PRA team composition by approving recommendation from DCG or removing/ adding assessors

CE sends appointment letters to PRA assessors

Yes

Yes

No

No

Standing team appointment

DCG makes recommendation to Chief Executive (CE) about PRA team appointment

If CE approves appointment letter sent

Recommendation made to CE

Additional assessors required?

PRA completed and report sent to CE within 72 hours

Standing team convenes

Director Clinical Governance (DCG) reviews incident & recommends staff for appointment to PRA team