

Safety Assessment Code Matrix Worksheet

Use this worksheet to assess the potential severity (i.e., reasonable worst-case scenario) and probability of the type of event under review. For complete definitions of severity and probability categories — including **recommendations for assessing risks to visitors, staff, or property** — see the [RCA² report](#).

SEVERITY and PROBABILITY	Catastrophic Death or major permanent loss of function	Major Permanent lessening of bodily functioning, disfigurement, or surgical intervention <i>or</i> for ≥ 3 patients increased length of stay or level of care	Moderate Increased length of stay or increased level of care for 1 or 2 patients	Minor No injury, increased length of stay, or increased level of care
Frequent Likely to occur immediately or within a short period (may happen several times in 1 year)	3	3	2	1
Occasional Probably will occur (may happen several times in 1 to 2 years)	3	2	1	1
Uncommon Possible to occur (may happen sometime in 2 to 5 years)	3	2	1	1
Remote Unlikely to occur (may happen sometime in 5 to 30 years)	3	2	1	1

Matrix score: _____ (Any event that scores a “3” should trigger RCA².)

Based on Department of Veterans Affairs, Veterans Health Administration, VHA Patient Safety Improvement Handbook 1050.01, May 23, 2008.
Available at <http://cheps.engin.umich.edu/wp-content/uploads/sites/118/2015/04/Triaging-Adverse-Events-and-Close-Calls-SAC.pdf>