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Iona McNab
Coroner's Solicitor
Coroners Court of Victoria
Level 11, 222 Exhibition Street
MELBOURNE VIC 3000

Your reference

Our reference

MIR/AZW/3007058/983133
AUM/1205360422.1

24 December 2013

Dear Ms McNab

**INVESTIGATION INTO THE DEATH OF MR DANIEL T PELKA
CORONER'S REFERENCE: COR 2012 002435**

Thank you for forwarding a copy of the finding in this matter.

I attach letter dated 19 December 2013 from Ms Cassandra Gerard of Connecting Skills Australia in response to the recommendations made by Coroner White pursuant to section 72(2) of the *Coroners Act 2008*.

Yours sincerely

A handwritten signature in blue ink, appearing to read 'M. Regos'.

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19th December 2013

Iona McNab
Coroner's Solicitor
Coroners Court of Victoria
Level 11, 222 Exhibition Street
MELBOURNE VIC 3000

Dear Ms McNab

**INVESTIGATION INTO THE DEATH OF MR DANIEL T PELKA
CORONER'S REFERENCE: COR 2012 002435**

Coroner White in his finding into the death of Daniel Pelka made three recommendations pursuant to section 72(2) of the *Coroners Act 2008*.

Set out below are the recommendations made by the Coroner and Connecting Skills Australia's response to each.

RECOMMENDATION 1

That Connecting Skills Australia undertake an independent risk analysis of the premises by a qualified risk assessor in order to seek to identify hazards to clients at the facility and in particular programs.

Response of Connecting Skills Australia:

Whilst still Kankama, on the 26th November 2012 an independent OHS Management System Gap Analysis Report was completed by Stephen Howell of ISO Quest. Several recommendations were made in the report. When CSA took over in April 2013 an OHS Action Plan was developed to address these recommendations, recommendations made by DHS and recommendations based on our own expertise. CSA has made significant capital improvements to the premises to date (so far costing in excess of \$300,000) and implemented our OHS Management System which includes:

- Hazard Report & Risk Assessment form and procedure (completed as hazard are identified)
- Activity Hazard & Risk Assessment form and procedure (completed during the planning stage)
- Incident Investigation form and procedure (completed whenever there is a near miss, potential fatality or serious incident)

In September 2013 CSA achieved AS 4801 OHS Certification at the Kankama Site. As a result of the above CSA believes that another Independent Risk Assessment is not necessary.

RECOMMENDATION 2

That Connecting Skills Australia re-visit the option of placing a defibrillator machine at the facility.

Response of Connecting Skills Australia:

On the 19th December 2013, CSA has placed an order to St John Ambulance for 3 defibrulators (one for each Day Service Site) which includes staff training on how to use them. It is expected that this process will be fully implemented by end of January 2014.

RECOMMENDATION 3

That Connecting Skills Australia re-visit the option of applying for one-on-one funding from the Department of Human Services for clients with similar [disabilities] to those exhibited by Daniel.

Response of Connecting Skills Australia:

CSA will not be applying for one-on-one funding to DHS. Clients attending our service have already been assessed by DHS and allocated a funding package. Once allocated a funding package it is up to the client, and their support network, to decide how they wish to utilise the package. Clients currently have the option of purchasing group support, one-on-one support or a combination of both. Clients attending our day services, such as the case with Daniel Pelka, are choosing to use their funds to purchase group support however as explained they do have alternative options. CSA promotes these options to clients and families and offers planning advice.

Your sincerely



Cassandra Gerard
Deputy CEO
Connecting Skills Australia