

## Patient Information

**Risk assessment**

Patient information leaflets need to be risk assessed. The risk rating you give the leaflet will determine the length of time before the leaflet needs to be reviewed again.

**Using the criteria below, please tell us your risk assessment for the leaflet:**

- **Red (High risk) – review every year, or sooner if necessary**

PILs for which national guidance gets updated annually, or which are regarded as statutory for inspections, regulatory visits or audits, would cause major harm to patients, or which would seriously damage the Trust's reputation if found to be out of date.

- **Amber (Moderate risk) – review every 2 years, or sooner if necessary**

PILs for which national guidance gets updated less frequently, or, would cause moderate harm to patients, or minimally damage the Trust's reputation, if found to be out of date.

- **Green (Low risk) – review every 3 years, or sooner if necessary**

PILs for which national guidance gets updated rarely, or are unlikely to cause harm to patients, or to damage the Trust's reputation, if found to be out of date.

