

"Together we'll stop accidents at work"



Safety Risk Assessment

Assessment Name	COVID - 19 - General
Department / Area	Care homes, Residential homes, Hospitals, Respite
Assessment Date	06-Aug-20
Assessment Review	06-Aug-22
Type of Risk	MEDIUM RISK
Risk Rating	21

"Together we'll stop accidents at work"

Frequency		Likelihood		Severity		Personnel		Assess Risk Level without controls 'U' and then with controls 'C' to measure the effect of the controls.				Job / Task: COVID - 19 - General						
Repetitive	4	Certain	20	Fatality	10	> 30	4	Score Type	Frequency	Likelihood	Severity	Personnel	Risk Score without Controls	Controlled Risk Score	Departments / Area		Highest Rated Controlled Risk:	
Daily	3	Likely	10	Hospitalisation	5	16 - 30	3								Care homes, Residential homes, Hospitals, Respite		21 MEDIUM RISK	
Weekly	2	Possible	5	Minor Symptoms	2	5 - 15	2								Who Might Be Harmed		What further action is required?	
Infrequent	1	Remote	1	Suspected Infection	1	1 - 4	1											
		Improbable	0	No Infection	0													
Hazard				Controls														
Risk of infection from COVID-19 due to lack of social distancing when people are visited by friends/family/external professionals				Cypress - Area leading to front door and into reception area to be marked out at 2m intervals Visiting times to be structured and limited - External professionals/contractors to complete a questionnaire and have temperature taken - Friends/family to complete a questionnaire and use a separate entrance when visiting and not access communal living area, and have temperature taken - All visitors to be offered face masks - Temperatures of people who use our service to be taken at twice a day Granvue - Visiting times to be structured and limited - External professionals/contractors to complete a questionnaire and have temperature taken - Friends/family to complete a questionnaire and use a separate entrance when visiting, not access communal living area, and have temperature taken - All visitors to be offered face masks - Temperatures of people who use our service				U	3	5	2	2	32	16	Carers, Clients, staff			
								C	3	1	2	2						
Risk of cross contamination from infected adults or Clients leading to illness or possibly death				Cypress - Prior to admission to hospital placement, all people to have a negative covid swab within 24 hours of admission - Person to have temperature checked twice daily during admission - If person is experiencing any symptoms of COVID, person to isolate in bedroom area and for throat and nasal swab to be taken. Isolation to continue until results of swab is obtained. - Staff members to wear full PPE and follow infection control practices. - All people we support will need to self-isolate until results are obtained. - If person is positive, will need to isolate house and test all staff and patients - Works location to be closed for deep cleaning - Close to admissions and not allow any visitors Granvue - Person to have tempertaure taken once a day. - If person is experiencing any symptoms of COVID, person to go in to isolation area and for throat and nasal swab to be taken. Isolation to continue until results of swab is obtained. - Person to have designated bathroom to use - Staff members to wear full PPE and follow infection control practises - Cleaning schedule to be increased. - If person is positive, will need to isolate the whole house and test all staff and people Works location to be closed and for deep				U	3	5	2	2	32	16	Carers, Clients, staff		Extra care to be undertaken when working with vulnerable groups as detailed by the Gov website and NHS	
								C	3	1	2	2						
Risk of cross contamination from infected Clients and staff within the rooms				Cypress and Granvue - People to remain isolated in own bedroom until swab results are obtained where possible and for staff to monitor condition. - All staff to wear PPE and follow infection control guidelines. - If in a previous bedroom, this will be locked off and no staff to enter until swab results are obtained - If a staff member starts to show the signs of the infection whilst at the setting they are to be segregated, and go home and self-isolate until physically fit to go and be tested. - Deep cleaning of the room to commence.				U	3	5	2	2	32	12	Clients and staff		If caring for an unwell Client PPE must be worn by the staff member. If a staff member becomes ill through work activities this must be reported under RIDDOR using form F2508	
								C	3	1	1	2						
Risk of cross contamination due to lack of social distancing during meal times, toilet facilities, Wash facilities, offices				Cypress - People to remain seated at all mealtimes and for staff to serve meals to ensure social distancing Cypress and Granvue - Staff rest areas to be managed to ensure social distancing can be achieved, with staggered breaks - When providing personal care to people we support, PPE to be worn by staff. All staff to wear face masks at all times. Granvue - Staggered times for people using kitchen to allow for social distancing.				U	3	5	1	2	24	12	Clients and staff			
								C	3	1	1	2						
Risk of cross contamination due to poor or inadequate hygiene practises				Cypress and Granvue - Staff are to be retrained on the catch it bin it campaign, along with the NHS handwashing procedure - Clients are to be taught about personal hygiene through poster and training enforcing the need to undertake the activity - Where clients are unable to undertake				U	3	5	1	2	24	12	Clients and staff		Place campaign posters at strategic points along with hand sanitisers (out of reach of Clients) to help enforce the need to follow the guidance	

	personal hygiene this is to be assisted by a staff member - Staff to be trained in donning and doffing of PPE and how to dispose of correctly.	C	3	1	1	2			
Risk of cross contamination from surfaces, equipment	Cypress and Granvue - The sharing of equipment such as phones, keyboards etc must be discouraged - Soft equipment or equipment that have intricate parts that can not be sterilised must be taken out of service - Hard equipment to be cleaned at regular intervals - Hard surfaces to be cleaned at regular intervals and all cleaning entered into a cleaning log	U	3	5	1	2	24	12	Clients and staff
		C	3	1	1	2			
Risk of cross contamination when administering first aid	Cypress and Granvue - As trained, the first aider is to undertake a dynamic assessment first - As trained, the first aider is to wear PPE - If CPR is required the first aider is to assess by dynamic assessment if breaths are to be given - Bodily fluids from the mouth, nose or eyes are to be cleaned using the provided equipment within the first aid kit and the area deep cleaned	U	3	5	1	2	24	12	Clients and staff
		C	3	1	1	2			

PPE to be used							
	N		A		N		Y
	N		N		N		Y
	N		A		A		Y



I have read and understood this risk assessment in relation to the activities that I will be undertaking

Name _____ Date _____ Signature _____

Add likelihood and frequency together and add severity and personnel involved. Multiply these two numbers together to arrive at the overall risk factor.
 Less than 10 = No Risk, 10 - 19 = Low Risk, 20 - 49 = Medium Risk, 50 - 99 = High Risk, Greater than 100 = Unacceptable

Document No: General Risk Assessment Issue No:1 Version 01 Assessor(s): J WEBBER Page No: 1 OF 1
 Authorised By: J WEBBER Issue Date: 15th July 2010 Assessment Date: 06-Aug-20 Review Date: 06-Aug-22

"Together we'll stop accidents at work"

<u>Frequency</u>				<u>Likelihood</u>				<u>Severity</u>				<u>Personnel</u>				<u>Assess Risk Level without controls 'U' and then with controls 'C' to measure the effect of the controls.</u>		<u>Job / Task:</u>	
Repetitive	4	Certain	20	Fatality	10	> 30	4	Assess Risk Level without controls 'U'								COVID - 19 - General			
Daily	3	Likely	10	Hospitalisation	5	16 - 30	3	Score Type	Frequency	Likelihood	Severity	Personnel	Risk Score without Controls	Controlled Risk Score	<u>Departments / Area</u>	<u>Highest Rated Controlled Risk:</u>			
Weekly	2	Possible	5	Minor Symptoms	2	5 - 15	2							Care homes, Residential homes, Hospitals, Respite	21 MEDIUM RISK				
Infrequent	1	Remote	1	Suspected Infectic	1	1 - 4	1							<u>Who Might Be Harmed</u>	<u>What further action is required?</u>				
		Improbable	0	No Infection	0														
<u>Hazard</u>				<u>Controls</u>															
Risk of cross contamination from infected staff member leading to illness or possibly death				Cypress and Granvue - Staff members have been informed of the requirements detailed by the government and the NHS regarding the symptoms - Staff who are showing the signs of COVID-19 are to be sent home to self isolate for until they are physically well enough to go and be swabbed. - Area that the member of staff has been in will need to be cleaned.				U	3	5	5	2	56	21	All in contact with	Staff are requested to follow government guidelines at all times.			
Cross contamination from pets				Pets unless service animals are not permitted				U	3	5	1	2	24	9	All in contact with				
Risk of cross contamination from deliveries leading to illness or possibly death				Cypress and Granvue - All deliveries are to be dropped in a safe location - If need to sign for delivery this must be completed by the delivery person - Items to be handled wearing micro biological resistant gloves and disposed of once used				U	3	5	1	2	24	9	All in contact with	* Posters detailing NHS guidance on hand washing to be displayed * Running hot and cold water along with soap to be made available to wash hands * Hand dryers that spray water are to be discouraged and disposable hand towels used * Staff, visitors and public to keep 2m distance at all times * Ensure Air conditioning is safe to use			
Risk of cross contamination from using work vehicles				Cypress and Granvue - Both staff and person transporting must wear face mask. Government guidelines to be followed at all times. - Vehicle must be cleaned after each use - Only one person to be transported in the vehicle, where possible.				U	3	5	1	2	24	12	Those using the vehicle				
Risk of cross contamination from food preparation and cooking				Cypress and Granvue - Infection control training and hygiene practises to be completed - Food grade PPE to be worn - Food to remain covered to limit the foreseeable risk of cross contamination				U	3	5	1	2	24	12	All those consuming or handling food				
								U					0	0					
								C											
								U					0	0					
								C											

PPE to be used

	N		A		N		Y
	N		N		N		Y
	N		A		A		Y



I have read and understood this risk assessment in relation to the activities that I will be undertaking

Name _____ Date _____ Signature _____

Add likelihood and frequency together and add severity and personnel involved. Multiply these two numbers together to arrive at the overall risk factor.

Less than 10 = No Risk, 10 - 19 = Low Risk, 20 - 49 = Medium Risk, 50 - 99 = High Risk, Greater than 100 = Unacceptable

Safe System of Work

SSW No:	1	Department	Care homes, Residential homes, Hospitals, Respite
Activity / Scope of Works			
COVID - 19 - General			
Additional Information:			
Risk Controls			
Who is at Risk		Controlled Risk Level	21 MEDIUM RISK
Carers, Clients, staff			
<p>Principle Hazards Associated With The Work</p> <p>Risk of infection from COVID-19 due to lack of social distancing when people are visited by friends/family/external professionals</p> <p>Risk of cross contamination from infected adults or Clients leading to illness or possibly death</p> <p>Risk of cross contamination from infected Clients and staff within the rooms</p> <p>Risk of cross contamination due to lack of social distancing during meal times, toilet facilities, Wash facilities, offices</p> <p>Risk of cross contamination due to poor or inadequate hygiene practises</p> <p>Risk of cross contamination when administering first aid</p>		<p>The Following Procedures Must Be Observed</p> <p>Cypress</p> <ul style="list-style-type: none"> - Area leading to front door and into reception area to be marked out at 2m intervals - Visiting times to be structured and limited - External professionals/contractors to complete a questionnaire and have temperature taken - Friends/family to complete a questionnaire and use a separate entrance when visiting and not access communal living areas and have temperature taken <p>Cypress</p> <ul style="list-style-type: none"> - Prior to admission to hospital placement, all people to have a negative covid swab within 24 hours of admission - Person to have temperature checked twice daily during admission - If person is experiencing any symptoms of COVID, person to isolate in bedroom area and for throat and nasal swab to be taken. Isolation to continue until results of swab is obtained. <p>Cypress and Granvue</p> <ul style="list-style-type: none"> - People to remain isolated in own bedroom until swab results are obtained where possible and for staff to monitor condition. - All staff to wear PPE and follow infection control guidelines. - If in a previous bedroom, this will be locked off and no staff to enter until swab results are obtained - If a staff member starts to show the signs of the infection, they are to be isolated and have a swab taken <p>Cypress</p> <ul style="list-style-type: none"> - People to remain seated at all mealtimes and for staff to serve meals to ensure social distancing <p>Cypress and Granvue</p> <ul style="list-style-type: none"> - Staff rest areas to be managed to ensure social distancing can be achieved, with staggered breaks - When providing personal care to people we support, PPE to be worn by staff. All staff to wear face masks at all times. <p>Granvue</p> <p>Cypress and Granvue</p> <ul style="list-style-type: none"> - Staff are to be retrained on the catch it bin it campaign, along with the NHS handwashing procedure - Clients are to be taught about personal hygiene through poster and training enforcing the need to undertake the activity <p>Cypress and Granvue</p> <ul style="list-style-type: none"> - As trained, the first aider is to undertake a dynamic assessment first - As trained, the first aider is to wear PPE - If CPR is required the first aider is to assess by dynamic assessment if breaths are to be given - Bodily fluids from the mouth, nose or eyes are to be avoided 	
Isolation Points			

Safe System of Work Page 2

SSW No:	0	Department	Care homes, Residential homes, Hospitals, Respit	
Activity / Scope of Works				
COVID - 19 - General				
Additional Information:				
Risk Controls				
Who is at Risk		Controlled Risk Level	21	MEDIUM RISK
Carers, Clients, staff				
<p><u>Principle Hazards Associated With The Work</u></p> <p>Risk of cross contamination from infected staff member leading to illness or possibly death</p> <p>Cross contamination from pets</p> <p>Risk of cross contamination from deliveries leading to illness or possibly death</p> <p>Risk of cross contamination from using work vehicles</p> <p>Risk of cross contamination from food preparation and cooking</p> <p>Risk of cross contamination from food preparation and cooking</p>		<p><u>The Following Procedures Must Be Observed</u></p> <p>Cypress and Granvue</p> <ul style="list-style-type: none"> - Staff members have been informed of the requirements detailed by the government and the NHS regarding the symptoms - Staff who are showing the signs of COVID-19 are to be sent home to self isolate for until they are physically well enough to go and be swabbed. - Area that the member of staff has been in will need to Pets unless service animals are not permitted <p>Cypress and Granvue</p> <ul style="list-style-type: none"> - All deliveries are to be dropped in a safe location - If need to sign for delivery this must be completed by the delivery person - Items to be handled wearing micro biological resistant gloves and disposed of once used <p>Cypress and Granvue</p> <ul style="list-style-type: none"> - Both staff and person transporting must wear face mask. Government guidleines to be followed at all times. - Vehicle must be cleaned after each use - Only one person to be transported in the vehicle, <p>Cypress and Granvue</p> <ul style="list-style-type: none"> - Infection control training and hygiene practises to be completed - Food grade PPE to be worn - Food to remain covered to limit the foreseeable risk of cross contamination <p>Cypress and Granvue</p> <ul style="list-style-type: none"> - Infection control training and hygiene practises to be completed - Food grade PPE to be worn 		
<u>Isolation Points</u>				