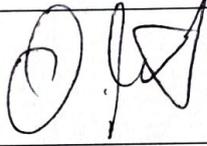


RISK ASSESSMENT – COVID -19

Risk assessment - topic/area covered	
Location(s):	Prevention of exposure to COVID -19 virus
Department/staff:	Remote working by Clinical Pharmacists
Tasks/activities:	Travelling to and from GP surgeries, and undertaking work on site
Other information:	Risk assessment to be updated in accordance with the latest government guidance

Risk assessment sign off					
Prepared by:	C. Hall CMIO SH OSHCR Lighthouse LLP	Signature:		Date:	19.05.2020
Reviewed by:	OMAR PATEL	Signature:		Date:	26/6/2020
Date for review:	This risk assessment should be reviewed if additional risks not covered are identified or if there is any reason to suggest that the control measures are deemed to be insufficient.				

Document issue record				
Amendment number	Issue date	Date amended	Person amending	Remarks

Risk matrix								
Risk rating guidance	Likelihood (L)	5	5	10	15	20	25	Likelihood (L) x Severity (S) = Risk rating (RR).
		4	4	8	12	16	20	
		3	3	6	9	12	15	
		2	2	4	6	8	10	
		1	1	2	3	4	5	
				1	2	3	4	

	Severity (S)	
Acceptability of risk guidance	High risk: 15-25	High-risk activities should cease immediately. Further effective control measures to mitigate risks must be introduced.
	Medium risk: 8-12	Medium risks should only be tolerated for the short term and only whilst further control measures to mitigate the risks are being planned and introduced.
	Low risk: 1-6	Low risks are largely acceptable. Where it is reasonable to do so, efforts should be made to reduce risks further.
Guidance. When completing a risk assessment, you should:	<ol style="list-style-type: none"> 1. Identify the persons at risk and the significant hazards. 2. Calculate an initial RR for the activity. 3. Identify risk control measures that reduce the risks to an acceptable level. 4. Calculate a revised RR - you should consider how much safer the task will be if the control measures are followed. Here, you should consider changing both the likelihood (L) and the severity (S) ratings. 	
Note. Ideally, you should look to reduce the risks so that the task can be classified as “low risk”.		

Personal protective equipment (PPE) assessment								
In many instances, you will be able to reduce risks further by asking staff/others to wear/use PPE. You should identify which items are required for the task here:								
Type of PPE:								
	Head (BS EN 397)	Foot (BS EN 345-1)	Eye (BS EN 165:2005)	Hand (BS EN 420:2003)	Hearing (EN 352-1)	High-visibility vest (BS EN 471)	RPE	Fall arrest (BS EN 361)
			X	X			X	
Additional requirements (list here):	Not required unless operating in a healthcare setting undertake close physical works– As per risk assessment below							
Note. PPE must only be considered as, when other control measures, such as guarding, local exhaust extraction, preventing noise at source, eliminating the need to work at height etc. are not possible. PPE should always be considered as a last resort option. PPE should only be worn when there is reasonable justification for doing so.								

Risk assessment									
Activity	Persons at risk	Significant hazards	Initial			Risk control measures	Residual		
			S	L	RR		S	L	RR
Controlling the spread of COVID-19	Employees, client, public	Persons being exposed to the bioaerosol and contracting and spreading COVID-19	5	3	15	<ul style="list-style-type: none"> Only persons well and with no symptoms of Covid-19 authorised to carry out work without exception Anyone who meets one of the following criteria must follow the Governments guidance on Self Isolation: <ul style="list-style-type: none"> Has a high temperature, a new persistent cough or loss of smell? Is a vulnerable person (by virtue of their age, underlying health condition, clinical condition or are pregnant)? Is living with someone in self-isolation or a vulnerable person. 	5	1	5
Working on site when showing symptoms of the virus	Employees, client, public	Carrying out routine operations on the premises as a result of work activities	5	3	15	<p>The effected person should</p> <ul style="list-style-type: none"> Return home immediately Avoid touching anything Cough or sneeze into a tissue and put it in a bin, or if they do not have tissues, cough and sneeze into the crook of their elbow. If the symptoms are too severe that the person is unable to get themselves home safely dial 999 <p>They must then follow the guidance on self-isolation and not return to work until their period of self-isolation has been completed.</p>	5	1	5
Access to Surgeries/work sites	Employees, client, public	Catching / Spreading of the virus while access (or leaving) site in the confines of other persons	5	3	15	<ul style="list-style-type: none"> Site will be notified in advance of our arrival on site with the names of the persons carrying out the works Operatives to ensure that information is sought about any specific Covi-19 measures on site Ensure operatives are keeping 2m as a minimum on site at all times To wash and clean hands before entering or leaving site. Portable hand sanitiser to be issued to remote workers 	5	1	5

Risk assessment									
Activity	Persons at risk	Significant hazards	Initial			Risk control measures	Residual		
			S	L	RR		S	L	RR
Welfare Facilities at individual locations where works are taking place	Employees, client, public	Catching / Spreading the virus while using site welfare facilities	5	3	15	<ul style="list-style-type: none"> On entering the property employee is to wash hands with soap and warm water for at least 20 seconds and to wash hands thoroughly Provide hand sanitiser where hand washing facilities are unavailable, individual soap and hand towel to be provided for site teams to use Toilet Facilities <ul style="list-style-type: none"> Wash hands thoroughly for at least 20 seconds prior to and after using the toilet at the host premises 	5	1	5
Site Working and medical health checks – during the visit	Employees, client, public	Catching / Spreading the virus while working on site	5	3	15	<ul style="list-style-type: none"> Social distancing by a distance of 2 meters should be maintained at all times Non-essential physical work that requires close contact between people should not be carried out Where this is not possible due to the need for medical health checks then the individual should be asked if they or anyone in their household is presenting symptoms of Covid-19 firstly, PPE consisting of disposable gloves, FFP 2 or 3 RPE and eye protection are to be used for close contact work. Any equipment used should be thoroughly sanitised each time. Re-usable PPE should be thoroughly cleaned after use and not shared between workers Had washing before and after each patient 	5	1	5
Lack of awareness	Employees, client, public	Persons being unaware of the controls required to control the virus, putting	5	3	15	<ul style="list-style-type: none"> Regular bulletins will be issued and where possible and safe to do so at an acceptable distance, toolbox talks and safety briefings will be carried out, warning employees of the risks posed by the virus as well as the control measures outlined in this assessment and from government guidance. This will include informing personnel of the known symptoms 	5	1	5

Risk assessment									
Activity	Persons at risk	Significant hazards	Initial			Risk control measures	Residual		
			S	L	RR		S	L	RR
		themselves and others at risk				and making them aware of new Government advice as and when updated. We will continually adopt and review new government / WHO guidance as and when it is available			
Work related Driving	Clinical Pharmacists	Catching / Spreading the virus	5	3	15	<ul style="list-style-type: none"> All staff use their own private vehicle and drive to and from work themselves with no sharing of trips. When refuelling, use disposable or other gloves at forecourts Hand sanitiser issued to be retained in vehicle Maintain social distancing at all times when fuelling / paying for fuel Use fuel cards/contactless where available Workers must avoid public transport Keep a reserve of food and water in the company vehicle if traveling long distances / in case service stations run low Avoid using services for toilet breaks where possible, N:B services are still to be used to take breaks to avoid driver fatigue with the driver remaining in the vehicle If services have to be used for toilet breaks, ensure that hands are washed and then sanitised before re-entering the vehicle Maintain social distancing at all times when using the facilities at the service station and make use of automatic doors where possible 	5	1	5

