RISK ASSESSMENT

Activity Assessed: **Covid-19 Risk & Mitigation Review** **Assessment Date**: 11/06/2021 **Assessment Reference**: The Nursing Centre

Name of Assessor: Malc McKay **Review Date**: 10/12/2021

Ref. No.	Hazard	Persons at Risk and How They Might be Harmed	Infection Control Measures Currently in Place	Current Risk Level				Further Controls Recommended	Action by Whom	Action by Date	Completed Date
				L	S	R	Risk Rating				
1.	Infection	Staff Residents Visitors Delivery drivers Ambulance & emergency staff	INFECTION PREVENTION Maintained staffing levels, including working from home where feasible, formatted contingency plans for minimal staffing requirements to maintain service in the event of an outbreak	3	5	15	Medium	Monitor & review after 6 months or in the event of an infection incident	Management & H&S	Ongoing	Ongoing
			Implement a general 'Lock-down' when a test is positive, only allowing essential access				Medium	Monitor & review after 6 months or in the event of an infection incident	Management & H&S	Ongoing	Ongoing
			The 4 Units remain segregated within the home, each having their own staff room & their own access & egress Provided toasters for each unit, along with a full Risk Assessment & Method Statement				Medium	Monitor & review after 6 months or in the event of an infection incident	Management & H&S	Ongoing	Ongoing
			Continued Kitchen segregation, to work in isolation from the home with method statement. Kitchen hygiene & SFBB compliance Inspections occurring Frequency of kitchen deliveries minimalised				Medium	Monitor & review after 6 months or in the event of an infection incident	Management & H&S	Ongoing	Ongoing
			Servicing of equipment being re-scheduled Only essential urgent maintenance being completed by in-house staff				Low	Monitor & Review, Risk Assess Essential servicing & certification & plan dates, provide Method statements	H&S & Maintenance Manager	Ongoing	Ongoing

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			Planned Contractor works postponed until end June	3	5	15	Low	Monitor & Review	H&S & Maintenance Manager	Ongoing	Ongoing
			INFECTION CONTROL Appointed a Covid-19 'Infection Control Lead'				Medium	Monitor & review after 6 months or in the event of an infection incident	Management & H&S	Ongoing	Ongoing
			Alcohol dispensers at every access / egress point				Medium	Monitor & review after 6 months or in the event of an infection incident	Management & H&S	Ongoing	Ongoing
			Provided Gov't guidance, supported by appropriate signage				Medium	Monitor & review after 6 months or in the event of an infection incident	Management & H&S	Ongoing	Ongoing
			Provision of PPE, including face mask, gloves & disposable aprons				Medium	Monitor & review after 6 months or in the event of an infection incident	Management & H&S	Ongoing	Ongoing
			Changed working process to maximise infection control, personal hygiene & cleaning Infection Control Audits occurring				Medium	Monitor & review after 6 months or in the event of an infection incident	Management & H&S	Ongoing	Ongoing
			Clocking in & out of shifts with individual time sheets continuing				Medium	Monitor & review after 6 months or in the event of an infection incident	Management & H&S	Ongoing	Ongoing
			Formatted Isolation protocol & procedures for symptomatic residents & staff				Medium	Monitor & review after 6 months or in the event of an infection incident	Management & H&S	Ongoing	Ongoing
			Implemented staggered staff breaks to maintain distancing in the staffrooms				Medium	Monitor & review after 6 months or in the event of an infection incident	Management & H&S	Ongoing	Ongoing
			Kitchen Staff change into their uniform on arrival to work				Medium	Monitor & review after 6 months or in the event of an infection incident	Management & H&S	Ongoing	Ongoing
							Medium	Provision of Face Mask & Hand Gel for staff travelling to work on public transport	Management	Immediate	Ongoing
							Medium	Commence booking appropriate Covid-19 testing for all staff & residents	Management	Immediate	Ongoing

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				L	S	R	Risk Rating				
							Medium	Provide staff update informing on continuing & new measures & the reasoning behind this	Management	1 Week	Ongoing

Risk Assessment Information

Evaluating Risk:

This risk assessment is based on the 5 Steps to Risk Assessment model and uses numerical values to calculate the levels of risk.

In practice this means we simply assign a value of 1-5 for the likelihood of the hazard causing harm and a value of 1-5 for the severity of the harm should it occur (1 being the lowest value, 5 being the highest). The two figures are then multiplied to achieve a risk rating score: L x S = R.

For example if a worker changes a light bulb in an indoor ceiling light using a stepladder twice a year then we can rate the likelihood as '1' due to the low frequency of the activity being performed. However as injuries as a result of falls from height can be serious (even from relatively short distances) then we can rate the severity as a '4', Using the calculation we multiply 1 x 4 = 4. This produces a 'Very Low' Risk Level on the Risk Rating Key.

Another example would be for a worker who regularly has to change light bulbs as a part of their job, sometimes outside and in adverse weather conditions. The likelihood would increase to '5', reflecting the regularity of the action and the potentially increased chance of falling while working outside on uneven ground and in bad weather, while the severity would remain at '4'. Again using the calculation we multiply 5 x 4 = 20. This returns a Risk Rating of High on the Risk Rating Key.

Likelihood and Severity Key:

Likelihood		Severity	
Rating	**Guide words**	**Rating**	**Guide words**
1	Extremely unlikely	1	No/Minor harm
2	Unlikely	2	Moderate harm
3	Likely	3	Serious harm
4	Extremely likely	4	Major harm
5	Almost certain	5	Catastrophic

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Risk Rating Key:

Score	Risk Level	Description
1-4	**Very Low**	These risks are considered acceptable. No further action is necessary other than to ensure that the controls are maintained.
5-10	**Low**	No additional controls are required unless they can be implemented at very low cost (in terms of time, money and effort). Actions to further reduce these risks are assigned low priority. Arrangements should be made to ensure that the controls are maintained.
11-15	**Medium**	Consideration should be given as to whether the risks can be lowered, but the costs of additional risk reduction measures should be taken into account. The risk reduction measures should be implemented within a defined time period. Arrangements should be made to ensure that the controls are maintained, particularly if the risk levels are associated with harmful consequences.
15-20	**High**	Substantial efforts should be made to reduce the risk. Risk reduction measures should be implemented urgently within a defined time period and it might be necessary to consider suspending or restricting the activity, or to apply interim risk controls, until this has been completed. Considerable resources might have to be allocated to additional controls. Arrangements should be made to ensure that the controls are maintained, particularly if the risk levels are associated with extremely harmful consequences and very harmful consequences.
20+	**Very High**	These risks are unacceptable. Substantial improvements in risk controls are necessary, so that the risk is reduced to an acceptable level. The work activity should be halted until risk controls are implemented that reduce the risk so that it is no longer very high. If it is not possible to reduce risk the work should remain prohibited.

Definitions:

Risk Assessment	A systematic examination of workplace risks in 5 steps: 1) Identify the hazards, 2) Identify who might be harmed and how, 3) Evaluation the hazard (by examining current controls and recommending further controls), 4) Recording the assessment and 5) Reviewing the assessment.
Hazard	Something with the potential to cause harm e.g. tools, machinery, work equipment, substances, workstation, unsafe system of work etc.
Harm	The damage that a hazard may cause e.g. physiological effects (physical injury, ill health) and psychological factors (e.g. stress), loss of time/efficiency and damage to the premises/equipment.
Likelihood	The chance that a hazard realises its potential to cause harm.
Severity	Extent of injury, damage etc.
Risk	The probability of a hazard actually causing harm.
Controls	Measures introduced or installed to reduce to a minimum the possibility of harm to persons, plant and property.