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| <b>Task / Process / Activity Description:</b> | <b>COVID-19 Individual Risk Assessment for At Risk Staff Groups as defined by the NHS</b> |   |                               | <b>Start Date</b>  | 5 <sup>th</sup> Jan 21  |
|   |   |   |                               | <b>Review Date</b> | Due to the pace of the potential spread of Covid-19 and the daily updates from NHS this document will be regularly updated. |
| <b>Assessors Name:</b>                        | John Henry - SHEQ Department  | <b>Risk Assessment Approved By Branch Managers:</b> | <b>Branch:</b>                |                    |   |
| <b>Assessors Signature:</b>                   | <i>J Henry</i>  |   | <b>Print Name:</b>            |                    |   |
|   |   |   | <b>Signature care worker:</b> |                    |   |
|   |   |   | <b>Signature Manager:</b>     |                    |   |

| <b>Hazard</b><br>(Something with the potential to cause harm) | <b>Hazard Cause</b><br>(How will the hazard be realised) | <b>Hazard Effect</b><br>(The potential injury sustained) | <b>Who Can Be Harmed</b><br>Employee = E<br>Contractor = C<br>Visitor = V<br>Public = P | <b>Risk Level</b> | <b>Existing Control Measures</b> | <b>Residual Risk Level</b> | <b>Additional Requirements</b><br>e.g. Monitoring, Training, Advice to Others etc. |
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| Covid 19 | Contracting Covid 19 | Coronavirus (COVID-19) can make anyone seriously ill. But for some people, the risk is higher. Those employees who are categorised by the NHS as either "High Risk" or "Moderate Risk" or are listed under the "Other things that can affect | E | H | <p>Individual risk assessment checklist completed with employee and their line manager.</p> <p>Employees must not carry out work which requires them to come into contact with a known infected or self-isolating person.</p> <p>Encourage self-reporting and ensure checks are made to identify symptomatic or self-isolating tenants / customers / service users to avoid contact with higher risk staff</p> <p>Care workers (and other workers where possible) to maintain a "work bubble" attending the same service users / customers and work alongside the same colleagues as far as possible.</p> <p>Employees will wear the personal protective equipment (PPE) that has been issued as may be required in accordance with their training including disposable aprons, disposable fluid</p> | L |  |
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|          |                      | your risk”, are at an increased risk should they contract Covid-19 |   |   | resistant masks, eye protection (goggles and face shields), disposable nitrile/ vinyl gloves. Where there is an individual requirement for additional. PPE over and above that recommended, this should be agreed in advance between the staff member and their line manager   |   |  |
| Covid 19 | Contracting Covid 19 | As above   | E | H | <p>Employee is to frequently and thoroughly clean hands with soap and water for at least 20 seconds or use hand sanitiser (with at least 60% alcohol) if washing is not possible.</p> <p>Employees’ training on COVID-19 / use of PPE / infection control is to be kept up to date.</p> <p>Employee has access to sufficient PPE supplies.</p> <p>Temporarily redeploy employee into another area of the business wherever possible to reduce risk of contracting COVID</p> <p>Home working for employee should be enabled if at all possible.</p> <p>Employee should avoid using public transport wherever possible</p> <p>Consider modification of employee’s work practices if possible, e.g. performing temporary administrative duties, teaching/training of temporary staff, supervision of staff etc.</p> <p>Where the risk cannot be reduced to a reasonable level the employee should not return to work.</p> | L |  |