
RISK ASSESSMENT

Subject of Assessment	Coronavirus (COVID-19)		
Task/Activity	Managing the risk of Coronavirus (COVID-19) exposure whilst undertaking all work activities		
Assessor	Isabelle Burch	Location of Assessment	Transport

Risk Rating Matrix (RR)	Likelihood (L)		
Consequence (C)	Certain or near certain to occur (High)	Reasonably likely to occur (Medium)	Unlikely to occur (Low)
Fatality; major injury or illness causing long term disability (High)	HIGH (H)	HIGH (H)	MEDIUM (M)
Injury or illness causing short term disability (Medium)	HIGH (H)	MEDIUM (M)	LOW (L)
Other injury or illness (Low)	MEDIUM (M)	LOW (L)	LOW (L)

Ref	Hazards <i>(Unsafe Condition)</i>	Who is at risk? <i>(and how)</i>	Controls in place	L	C	RR	Adequately controlled?
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Ref	Hazards (Unsafe Condition)	Who is at risk? (and how)	Controls in place	L	C	RR	Adequately controlled?
1	COVID-19 (Someone infected entering the workplace)	Employees, Patients, Family members & and any other professionals (A patient or employee enters the workplace and passes the virus onto employees or patient)	<ul style="list-style-type: none"> • Staff are made aware of the symptoms and the risk of COVID-19 via online notifications and guidance from the onsite Nurse. • Best practice Hygiene requirements (handwashing etc.) are being enforced and included in all inductions. Employees have been instructed to wash their hands frequently for at least 20 seconds duration. • No handshaking or contact unless necessary for Patient or Staff members safety • Symptomatic staff will not be allowed entry to the vehicle. • Hand sanitisers have been placed in every vehicle and employees are encouraged to carry their own on their person • Every vehicle must be disinfected using anti-bacterial wipes after every conveyance. • On return to base vehicles are disinfected in line with current guidelines issues to National Ambulance Services – this is continually monitored in respect of any changes in guidance • When booking is made it should be established if the service users is presenting with any signs of COVID 19 • PPE must be worn when in contact with a service user - mask, plastic apron, gloves, and eye protection if risk of splashing. • If the service user has been tested positive or showing symptoms of COVID 19 then full PPE should be provided from the transport requesting body • All staff have been trained in hand hygiene • All staff have been trained in Emergency First Aid 	H	M	M	Yes

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2	COVID-19 (Someone becomes ill in the workplace)	Employees, Patients, Family members & and any other professionals (Contract COVID-19 in workplace)	<ul style="list-style-type: none"> UK Government guidance to be followed Staff are advised to leave work as soon as practicably possible, they must then isolate at home and are to follow NHS Guidance online Staff will be advised to follow NHS Guidance online. Staff must inform everyone who they have come into contact with if a staff member is showing symptoms including hospitals/AMHP/Social Workers/members of patients' family/friends The workplace will be decontaminated following governmental guidance. Best practice Hygiene requirements (handwashing etc.) are being enforced and included in all inductions. Employees have been instructed to wash their hands frequently for at least 20 seconds duration. No handshaking or contact unless necessary for Patient or Staff members safety All staff have been trained in hand hygiene All staff have been trained in Emergency First Aid This information has been passed onto all employees. 	H	M	M	Yes

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3	COVID-19 (Contaminated Workplace)	Employees, Patients, Family members & and any other professionals (Contract COVID-19 in workplace)	<ul style="list-style-type: none"> UK Government guidance is being followed. Extra hygiene requirement (handwashing etc.) in place. Vehicles to be disinfected after ever conveyance PPE must be donned and doffed using guidance provided PPE to be changed after every conveyance and disposed of safely. This should be disposed of at place of drop off according to their policy. Any waste brought back to the office should be double bagged and left in the designated area for 72 hours before discarding in general disposal units Employees are encouraged to implement an increased personal hygiene routine including cleaning uniform after each shift All staff have been trained in hand hygiene All staff have been trained in Emergency First Aid This information has been passed onto all employees. 	H	M	M	Yes
4	COVID-19 (proximity, workplace gatherings)	Employees, Patients, Family members & and any other professionals (A person catches COVID-19 due to working closely with an infected person)	<ul style="list-style-type: none"> UK Government guidance to be followed. A COVID-19 policy has been implemented. All employees have been asked to self-isolate when not at work Staff must sit as far as practicably possible away from each other and the patient Staff meetings to be undertaken remotely by phone or video where possible. No handshaking or contact unless necessary for Patient or Staff members safety All staff have been trained in hand hygiene All staff have been trained in Emergency First Aid This information has been passed onto all employees. 	H	M	M	Yes

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5	COVID-19 (Vulnerable employees)	Employees & Patients with underlying health conditions. Reduced immunity, pregnancy, over 70, etc. (Contract COVID-19 in workplace)	<ul style="list-style-type: none"> UK Government guidance to be followed Employees have been instructed to self-isolate if they have had either a high temperature (37.8 centigrade or greater) or a continuous dry cough in the last 14 days All staff must complete COVID-19 contingency awareness questionnaire The company will arrange for meetings with other staff to be completed by video or audio conferencing where possible. 	M	H	M	Yes
6	COVID-19 (Employees who have contracted COVID-19)	Employees, Patients, members of the Public, Family members Employees, Patients & and any other professionals (Contract COVID-19 in workplace)	<ul style="list-style-type: none"> If NHS 111/online or a GP determines an employee has contracted COVID-19 they will be treated as off sick as per normal company sickness policy. The vehicle will be decontaminated after every conveyance All staff have been trained in hand hygiene All staff have been trained in Emergency First Aid This information has been passed onto all employees. 	M	M	M	Yes
7	COVID-19 (Presenteeism. Symptomatic or exposed employees remaining in workplace.)	Employees, Patients, members of the Public, Family members Employees, Patients & and any other professionals (Employees who are symptomatic or have been in contact with someone with COVID-19 but continue to work despite being unwell)	<ul style="list-style-type: none"> UK Government guidance to be followed Employees are advised to follow NHS Guidance online. Symptomatic employees must leave work as soon as practicably possible and are advised to follow NHS Guidance online. Colleagues who have had contact with a symptomatic employee will be made aware of the symptoms and advised to contact NHS Guidance online. 	M	M	M	Yes

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8	COVID-19 (Self-Isolation and wellbeing)	Employees (Employees not aware of the need to or how self-isolate. Wellbeing/Loneliness issues from self-isolation)	<ul style="list-style-type: none"> NHS 111 online provides advice on when to self-isolate and access to an online interactive and personal checklist (Stay at Home Advice) Company notifications sent out to all employees to notify them around Government restrictions and the need to and how to self-isolate Managers are advised to keep in regular contact with those who are isolating via phone calls or by Skype This information has been passed onto all employees. 	M	M	M	Yes

Hazard Ref	Additional control	Assigned to	Date Completed	L	C	RR

Date of Assessment	27/03/2020	Signature	
Review date	When any changes are made to government guidance and if any incidents/issues are raised		