

Keeping your employees
Healthy, productive and at work



Return to work risk assessment following Covid-19

Item	Yes	No	What do I need to do to reduce/eliminate risk?
Does this employee need to be physically at work, or can they continue to work from home?			
If yes, can they travel to work following social distancing?			
If they must use public transport, consider start and finish times to avoid peak travel times.			
If yes, can they work 2 meters apart from colleagues?			
If employees have to be in work, is there sufficient hand cleaning facilities?			
If the employees have to be in work, are there sufficient cleaning and disinfectant schedules and resources?			
Does the employee have a public facing role? If so, are adequate screens, barriers and processes in place to maintain social distancing?			
Do they require RPE?			
If so, do you have adequate supplies before returning them to work?			
Do they have a shared canteen area?			
If yes, can these facilities use be staggered?			
If not, consider not opening this facility and think of an alternative (half day working etc.)			
Is this employee considered "at risk"? Ask if the employee or anyone in their household is classed as "clinically extremely vulnerable". These people will have received a letter from their GP. It may not be appropriate for the employee to return to the workplace if this is the case.			
If yes, go back to Q1 and review your answers and plan.			
Has the employee been unwell during the pandemic?			

If yes, consider Occupational Health review			
Does this employee need to return straight to full time hours?			
If yes, consider staging their return and that of colleagues until full time is reached			
Does this employee require Health Surveillance or mobile plant clearance?			
If yes, consider paper-based questionnaires with 3 month follow up for face to face (HSE Guidance)			
Have you reviewed your risk assessments including DSE for home workers?			
Is this employee new to the business?			
If yes, complete a pre-placement questionnaire			
Is this employee pregnant?			
If yes, carry out a pregnancy risk assessment			Available on our website www.dbocchealth.com/resources
Does the employee understand what action they should take if they become unwell with COVID-19 symptoms – new, continuous cough and/or a high temperature) whilst at work?			
Has the employee had a test for Covid-19 and what was the result?			
If you are unsure of anything do you want to refer to Occupational Health?			