**SAMPLE TEMPLATE AND FORM**

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| **Risk Assessment for Vulnerable and Pregnant Staff****with potential work related exposure to COVID-19** |
| This document should be read in conjunction with other advice regarding COVID-19 (*relevant Trust website*). It is imperative to strictly adhere to [infection control advice](http://gti/clinical/directorates/GRIDA/directorate-services/infection/infection_prevention_control/infectioncontrol.aspx) including hand hygiene and use of PPE. |
| **The main aim is to avoid unprotected coronavirus exposure** |
| **Completing the risk assessment:****This should be completed for all vulnerable staff or pregnant staff.**1. This can be undertaken by line manager, supervisor, who can be supported by designated senior manager or Health and Safety representative
2. Involve the member of staff
3. Identify risks using risk matrix
4. Consider actions to minimise risk
5. **Staff in the extremely vulnerable groups and pregnant women >28 weeks gestation should not attend work** **and if available they can work from home**
6. Record the risk assessment and review if needed
 | **Key considerations:**1. Limit duration of close interaction with patient (e.g. prepare everything in advance away from patient)
2. If possible maintain >2m distance from the patient
3. Consider whether public transport /rush hour can be avoided through adjustments to work hours
4. Consider asking patients to wear mask for staff member interactions
5. Provide surgical mask for staff member for all interactions with patients or specimens
6. Consider moving to non-patient facing role
7. Consider remote working if the staff member is enabled including access to equipment and Wi-Fi
 | **High Risk Aerosol Generating Procedures (AGPs):****Coronavirus is infectious through respiratory aerosol only.*** Check the[AGP](http://gti.gstt.local/clinical/directorates/grida/directorate-services/infection/infection_prevention_control/wuhan-novel-coronavirus/personal-protective-equipment-ppe.aspx) agreed list
* For dentistry and post mortem specific advice should have been provided to managers
* Aerosolisation of blood and bone e.g. surgical drilling is **not** a risk for coronavirus exposure
* Nebulisers are **not** AGPs
* The 2m safe distance does **not** apply when performing AGP on respiratory system and anyone in the room can be exposed
* Further information may be available in accordance with local Trust communication systems
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**Area of Work**

Areas where patients with coronavirus are unlikely to be assessed or admitted e.g. non-respiratory area of ED, wards not designated for suspect or confirmed COVID patients and non clinical areas

Area where patients with coronavirus are expected to be assessed or admitted

e.g. ITU, designated wards, respiratory area of ED

HIGH RISK

* The staff member should not perform the AGP
* They should leave the area where AGP is performed until 20 minutes after the AGP is finished
* If not possible to leave, they should wear a FFP3 mask whilst AGP is happening and 20 minutes after the AGP is finished
* If the above is not possible staff member should be temporarily redeployed to a lower risk area**.**

MODERATE RISK

Consider redeployment to lower risk area if possible.

Consider Key Considerations

LOW RISK

No need to restrict.

Consider Key Considerations

*Even in low risk areas there is a risk of coronavirus exposure e.g. infected patients being mis-triaged. If this is a likely scenario in this area then consider the area as moderate risk.*

Aerosol Generating Procedures on patients that are suspected / confirmed COVID

**High likelihood of**

**COVID encounters**

**No/Low likelihood of**

**COVID encounters**

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| **Staff Member Name:** | **Staff Role:** | **Date of Assessment:** |
| **Manager Name:** | **Location:** | **Date of Review (if applicable:** |
| **Vulnerability Group** | **Risk assessment outcome based on the matrix overleaf** |
| **** | **Vulnerable/ pregnant staff without severe risk** | **** | **LOW RISK** |
| **** | **MODERATE RISK** |
| **** | **Staff in the extremely vulnerable group and pregnant women >28 weeks gestation should not attend work and if work available and practicable they can work from home.** |
| **** | **HIGH RISK** |
| **PPE/ RPE – This section only applies where PPE/ RPE are** [**recommended**](http://gti/clinical/directorates/GRIDA/directorate-services/infection/infection_prevention_control/infectioncontrol.aspx) |
| **** | **Staff member is trained to use appropriate PPE.** | **Where PPE/ RPE is applicable but not all boxes are ticked the staff member should move to low risk, non-patient facing or work from home role.** |
| **** | **Staff member is confident and competent in using appropriate PPE.** |
| **** | **Staff member is fit tested if required.** |
| **** | **Appropriate PPE is available at all times** |
| **Agreed Action Plan,****Please tick those that have been agreed** |
| **** | 1. Limit duration of close interaction with patient (e.g. prepare everything in advance away from patient)
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| **** | 1. If possible maintain >2m distance from the patient
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| **** | 1. Whether public transport / rush hour can be avoided through adjustments to work hours.
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| **** | 1. Asking patients to wear mask for staff member interactions.
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| **** | 1. Provide surgical mask for staff member for all interactions with patients or specimens
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| **** | 1. Redeployment to lower risk area
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| **** | 1. The staff member will wear FFP3 in the area for 20 minutes where AGP is undertaken on suspected/ confirmed COVID patient
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| **** | 1. The staff member will leave the area for 20 minutes when AGP is undertaken on suspected/ confirmed COVID patient
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| **** | 1. Remote working if the staff member is enabled (staff member does have access to equipment and Wi-Fi or access has been requested from IT)
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| **** | 1. Others, please specify.
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| **Occupational Health Support** | **If you need advice from OH please contact/email (*via agreed local arrangements*), attaching the completed risk assessment, your relevant query and contact details for you and the relevant member of staff in subject.** |