# Coronavirus Risk Assessment Template

## Company name:       Assessment carried out by:

## Date of next review:       Date assessment was carried out:

| What are the hazards? | Who might be harmed and how? | What are you already doing to control the risks? | What further action do you need to take to control the risks? | Who needs to carry out the action? | When is the action needed by? | Done |
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| **Covid-19 is spreading yet currently not in the Care Home** | Residents become infected.  Staff become infected.  Visitors become infected. | -Advising those affected or who have had contact with those affected to stay away from Care Home until they are 7 days clear of any Covid-19 symptoms (cough, fever, shortness of breath).  -Ensure all people entering the care home wash their hands for 20 seconds  -Ensure people sneeze and cough into tissues and dispose of tissues immediately and then wash their hands  - Do not shake hands on greeting visitors to care home  -Ensure all Residents and Families are supported to create/update their Advance Care plan. | Keep abreast of PHE guidance as it is changing based on information learnt about this new virus. | Everyone | With immediate effect 12/03/2020 |  |
| **Covid-19 may infect those in our care** | Residents become infected.  Staff become infected.  Visitors become infected. | -Reduce risk of Covid-19 entering the Home by promoting handwashing; use of tissues when coughing/sneezing (or crook of elbow); immediate disposal of used tissues.  -Limit unnecessary visitors to the Home  -Avoid large gatherings in the Home. | -Have a team of staff caring for those with the virus and a different team caring for those not affected.  -Segregate those affected in their own bedroom.  -Notify 111 that we have a suspected affected person.  -Ensure staff are using appropriate PPE | Everyone | With immediate effect. |  |
| **Staff with pre-existing conditions will be at risk of significant ill health if exposed to virus** | Staff become seriously ill or even die if they acquire the virus. | -RAG rate all staff based on known health status  -Protect those at significant risk from exposure to the virus  -Seek medical advice as necessary | -Consider supporting these vulnerable staff to work from home or redeploy to minimise any risk to them | Management | With immediate effect. |  |
| **Covid-19 will affect a significant number of staff** | Staff | -Staff acquire virus as a result of caring for those with virus  -Ensure staff use appropriate PPE  -Seek support from Relatives of Residents and Volunteers to support Residents within the Home. | - Keep all relevant people (Staff, Residents, Visitors) informed and up to date  -Ensure volunteers have knowledge of those they are supporting  -Train Volunteers so they offer safe support  -Ask families to take Residents home for short periods  -Have a clear emergency procedures policy should there be an event that results in 'serious and imminent danger to persons at work  -Communicate emergency procedures to staff and ensure they understand them. | Management | With immediate effect |  |
| **Schools and Nurseries may close meaning staff have no childcare so cannot work** | Residents due to lack of staff availability to support their needs | -Ensure adjacent nursery can support staff children. | -Segregate children so those of parents exposed to virus are away from those who have no potential exposure. | Management | Plan with immediate effect |  |
| **Shortage of PPE** | Staff at risk of being infected.  Volunteers at risk of being infected.  Residents at risk of being infected. | -Liaise with Suppliers, Local Authority and PHE to secure PPE | -Ensure effective handwashing takes place  -Ensure used PPE is disposed of correctly | Management | With immediate effect |  |
| **Shortage of Soap** | Staff at risk of being infected.  Volunteers at risk of being infected.  Residents at risk of being infected. | -Liaise with Suppliers, Local Authority and PHE to secure soap | -use alcohol gel to cleanse hands  -use wet wipes to cleanse hands | Management | With immediate effect |  |
| **Multiple Residents vacancies may result from Residents dying** | Residents die.  Staff (loose hours/jobs)  Care Home (no longer financially viable) | -Consider opening beds to affected individual in Hospital | -Check Care Home insurance covers this  -consider back-lash from Relatives of Residents for putting existing Residents at risk. | Management | As and when this occurs |  |
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| **NHS and Social Care will have general shortage of staff** | Everyone may not be able to seek appropriate Health/Social care | -Refer to 111  -Follow national guidance  -Be sensible and do not panic |  | Everyone | As and when this becomes an issue |  |
| **Many Residents will die from Covid-19** | Resident dying.  Relative grieving.  Staff grieving. | -Supporting Residents and Families to create an Advance Care Plan.  -Educating Residents, Relatives and Staff as to the importance of Advance Care Plans.  -Ensure all staff know what each Resident’s Advance Care plan states and that staff take all necessary steps to support the Resident’s wishes. | - Establish preferred place of care  - Complete Respect form i.e. establish wishes re Allow natural death/DNACPR wishes | Staff  Residents  Relatives | From point of admission |  |
| **Misinformation on Social Media.** | Everyone by following incorrect information. | -Keep abreast of reliable information on [www.gov.uk](http://www.gov.uk) site and from PHE.  -Maintain effective communication with whole staff team.  -Make people aware that as knowledge of Covid-19 increases guidance may change. |  | Management | With immediate effect |  |