# 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 | StaffResidentsRelatives | 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 |  |