

Don't risk it.....ASSESS IT

Name:	Location:	Date:
Task/Operation:		

Before you start – answer the following questions:	Yes	No
Do I fully understand the risks associated with COVID-19?		
Work can be completed normally outside or on an outside access door?		
My colleagues are fully aware of the COVID-19 risks and preventions		
The client/occupants have not notified us they have signs of the virus or are self-isolating		
The client/occupants have not advised they are from a high-risk/vulnerable category		
Do I have the facilities to wash/clean my hands at least before and after work is completed?		
Do I have the right personal protective equipment (PPE) I need to complete the task safely?		
After reviewing the work area, I am able to maintain a safe distance from others		
I have advised the occupants politely I cannot accept any food or drink		
If you answer No to any of the above, do not start work. If in doubt contact a Supervisor		

RISK ASSESSMENT: Tick any hazards that you may consider may have been introduced or are present in the task and take appropriate action to ensure safe working (record on overleaf)				
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Face – to – face working		Property owner / occupier		Skin to skin contact	
Two person lifting/handling		Welfare		Residential care premises	
Healthcare premises		Working indoors			
PPE (disposable gloves)		PPE (face protection)			
				Other -	

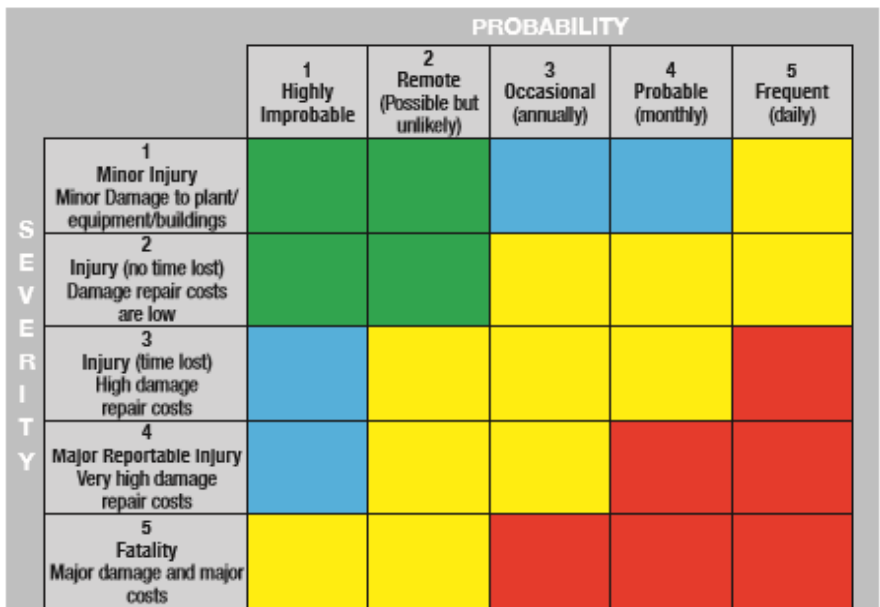
Other (please specify):

I confirm that general safety has been maintained and agree to proceed with the task safely

Name.....Signature.....Date.....

For any Hazards ticked on the front page, you must make an assessment below and using the risk rating table. Mark onto the risk table matrix the number (#) of all residual risks to form a view of the task overall risk

#	Hazard Ticked	Initial Risk Score	Additional Controls / measures	Residual Risk Score
1				



Add the residual risks from above table into the matrix using the ID number, i.e., 1

If it is determined to be a high risk environment, you need to reconsider the importance of the job completion, is it essential?, can it be done another way? (i.e., quick repair, isolate). Additional precautions must be taken if the work is to proceed.

Risk Rating Values can then be grouped into four broad classes:-

		1 - 2 Trivial Risk
		3 - 4 Tolerable Risk
		5 - 12 Moderate Risk
		13 - 25 Intolerable Risk

End of Job Review	Yes	No
All exposed areas of the door/frame must be cleaned with either alcohol wipes or warm soapy water → do you have any concerns following this?		
Has the work created any new hazards?		
Has the area been left tidy?		

If you answered YES to any of the above reviews, you must raise with your supervisor