

## RISK ASSESSMENT – COVID-19

**ACTIVITY ASSESSED:** Impact of Coronavirus on Clinic

**LOCATIONS COVERED:** Aesthetics of Essex Clinics

**ASSESSMENT UNDERTAKEN BY:** K. Gordon

**ASSESSMENT DATE:** 29/06/2020

**ASSESSMENT CHECKED BY:**

**REVIEW DATE:** September 2020

HAZARD OR ACTIVITY	PERSON(S) AT RISK	WHAT MIGHT HAPPEN	RISK CONTROL MEASURES IN PLACE	LEVEL OF RISK			FURTHER ACTION REQUIRED	RESIDUAL RISK		
				L	S	DR		L	S	DR
Spread of Coronavirus	Employees Clients Delivery drivers	Exposure to the virus could result in illness and possible admission to hospital	<p><u>Hand washing</u></p> <p>Hand washing facilities with soap and water in place. Hibiscrub available in all rooms. Additional hand washing encouraged. Hand drying using disposable hand towels. Additional hand sanitisers placed at all exit and entrances to clinics. Notices placed reminding staff and clients of the need to regularly wash their hands.</p> <p><u>Temperature Checks</u></p> <p>All staff and clients entering the clinic will have a temperature check.</p>	2	4	8	<p>Hand washing guidance posters to be displayed.</p> <p>Consider temporary removal of electric hand dryers.</p> <p>Regular checking of sanitisers to ensure there is always a plentiful supply available.</p> <p>Any person with a temperature above 37.8C will not be allowed to enter the clinic.</p>			

			<p><u>Cleaning</u></p> <p>Frequent cleaning and disinfecting objects and surfaces that are touched regularly particularly areas of high use such as door handles, light switches, reception area using appropriate cleaning products and methods.</p> <p>All machinery and beds, to be disinfected after every, singular use.</p> <p>Ipads, keyboards and card machines to be disinfected after every use. No use of cash.</p> <p><u>Social Distancing</u></p> <p>Reducing the number of people in any work area.</p> <p>Rota system allowing for staff numbers to meet the needs of client numbers.</p>	2	4	8	<p>All team to ensure cleaning in every area is done to a high standard. Extra time given between clients to allow adequate time to disinfect.</p> <p>Adequate cleaning products will be supplied.</p> <p>PDQ machine will be provided for all payments – clients will be informed of this before their appointments.</p> <p>Staff and clients to be reminded of the reason why this has been introduced.</p> <p>Display posters reminding people of the need to maintain social distance.</p> <p>Clients to wait outside/ in car instead of in reception.</p>			
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				L	S	DR		L	S	DR
			<p>Video calling when possible, instead of face to face. Any clients that can be consulted without face-to face needed will be.</p> <p>Medical screening to take place 24 hours before appointment</p> <p>Covid 19 consent to be signed when in clinic to confirm that they understand what the symptoms are and they declare they have no had any or currently carrying any.</p>	2	3	6	<p>Staff member delivering treatment to also take payment and see client out to keep unnecessary contact with other staff members to a limit.</p> <p>If client does not pass this screening appointment to be rearranged for a safer time in the future.</p>			
			<p><u>Wearing of gloves / PPE</u></p> <p>Staff to wear gloves at all times not only when delivering treatments. This includes front of house also. Gloves to be changed inbetween each client.</p> <p>Plastic visors will be worn by each staff member when treating someone up-close to their face.</p>	3	3	9	<p>Staff to receive instruction on the correct method to remove and dispose of the used gloves.</p> <p>Staff to be reminded that wearing gloves is not a substitute for good hand washing.</p> <p>PPE tick box to be added to reception area and signed off</p>			

			<p>Aprons will be used and changed inbetween each and every client and disposed of appropriately.</p> <p>Foot Covers to be worn</p> <p>Encourage staff to wear a freshly washed uniform each day.</p>				<p>by each staff member each day.</p> <p>Encouragement of staff to remind others to always be wearing their PPE</p>			
			<p><u>RPE(respiratory protective equipment)</u></p> <p>All Public Health guidance refers to use of PPE to protect against COVID-19 (Masks)</p> <p>Where RPE is a requirement for risks associated with work undertaken, the following measures will be followed:</p> <p>A face fit test will be carried out to ensure the RPE can protect the wearer.</p> <p><u>Symptoms of COVID-19</u></p> <p>If anyone becomes unwell with a new or continuous cough or a high temperature in the workplace they will be sent home and advised to follow the national guidelines.</p> <p>Management in place to record and monitor staff self -isolating or reporting ill for other</p>	3	4	12	<p>Instructions given to ensure the disposable masks supply are not used by more than one person.</p> <p>Gloves should be worn when removing and disposing of the RPE.</p>			
			<p>If anyone becomes unwell with a new or continuous cough or a high temperature in the workplace they will be sent home and advised to follow the national guidelines.</p> <p>Management in place to record and monitor staff self -isolating or reporting ill for other</p>	3	3	9	<p>Staff to be regularly reminded of the need to update management with any change of circumstances to them or their household.</p>			

			<p>reasons.</p> <p><u>Mental health</u></p> <p>This is being monitored by management. Advice and guidance is regularly being provided to staff.</p>	1	1	2	Open door policy to be championed.			
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<p>Hazards: a hazard is something that has the <u>potential</u> to cause harm.</p> <p>e.g. electricity, manual handling, slips &amp; trips, strong acids etc.</p>	<p>Risk Likelihood is a measure of the hazard's potential to be realised.</p> <p>* Risk Likelihoods (L) score 1 to 5: 1 = Very Unlikely, 2 = Unlikely, 3 = Fairly Likely, 4 = Likely, 5 = Very Likely</p> <p>Risk Severity or Consequence is a measure of the outcome should the potential be realised.</p> <p>** Risk Severity (S) score 1 to 5: 1 = Insignificant, 2 = minor, 3 = Moderate, 4 = Major, 5 = Catastrophic</p> <p>*** Degree of Risk (DR) = Likelihood x Severity</p>	<p>Residual Risk is the level of risk that remains after suitable control measures are introduced.</p>	
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Table A should be used to identify the level of risk e.g. high, medium or low. Where the score indicated in the Likelihood (L) column and the score in the Severity (S) meet identifies the level of risk. Table B, identifies what action (if any) is required.

Table A

Likelihood Score	Consequence Score				
	1	2	3	4	5
5	5	10	15	20	25
4	4	8	12	16	20
3	3	6	9	12	15
2	2	4	6	8	10
1	1	2	3	4	5

Table B

	Action Required
Risk Level	Level Of Risk
<b>HIGH</b>	Activity must be STOPPED. Suitable and sufficient risk control measures must be implemented before continuing the activity. Ideally alternative working practices should be used.
<b>MEDIUM</b>	Activity to proceed following prescribed safe system of work. Residual risks to be managed in safe system and recorded as such.
<b>LOW</b>	Level of risk satisfactory. Activity to proceed following prescribed safe system of work