

Risk Assessment - COVID-19 transmission - 12/05/20

vetPartners

5 4 3 2 1

Activity	Hazard		Initial Risk			Control Measures		Residual Risk		
	Hazard Description	At Risk	Likelihood	Severity	Risk Level	Current Control Measures to reduce likelihood	Additional Control Measures to reduce likelihood	Likelihood	Severity	Risk Level
Human contact	Virus transmission person to person; people can be carriers of the virus without showing symptoms	Everyone	4	5	20	Social distancing (marking out 2m zones where required), self isolation where appropriate, hand washing (or hand sanitiser if not), Teams split into two groups in main Cardiff branch, same staff in branches. This will help maintain the 2m social distancing rule. Clients remain outside at all time, Telephone consults , patients brought into practice if required with owners remaining outside of buildings. No cash transactions are allowed , all payments need to be taken at the time by card, clients will be contacted by phone by our reception team once patient has been seen. All meds/ preventive products must be conducted in the same way. We have introduced a postal service for products alternatively client s can come down and pick up meds etc displaying social distancing rules and remaining outside of building at all times. Avoid touching your face, catch sneezes and coughs in tissues or flexed elbow. Use of sneeze screens at locatiions such as practice reception desks.	Following government guidance for vulnerable or extremely vulnerable people to stay at home, with "shielding" by other household members. Use of face masks, visors and provided for staff. Screens erected around reception desks will be introduced when clients are allowed back into surgery. clients are sent protocols by text for our working procedures during covid 19. Social distancing has been set up in rest rooms/ kitchens to avoud close contact. Staff breaks will be staggered. Management meetings are conducted by zoom/facetime. Any face to face meetings arranged will adhere to social distancing rules. All other group meetings are currently suspended. Gloves must be worn when handling any external paperwork, post, insurance claims, patient samples, drug or any deliveries into practice. Where possible ask clients to email over insurance claim forms or process online, try and limit the number of hard copy forms we recieve	3		0
Animal contact	Virus transmission animal to person; current information suggests that animals are a poor fomite for the virus, although it is theoretically possible that the virus can live for a short time on fur	Everyone	2	5	10	Handle patients as little as possible, hand washing (or hand sanitiser if not) before and after handling each patient, clients remain outside of building at all times, Telephone consults where possible, patients brought to practice emergency only, hand over of patient outside, use practice lead and collar (or similar), avoid touching your face, PPE; gloves and mask at all times.	Change clothes upon arrival at work (into scrubs) and back out of scrubs when leaving for home, change shoes similarly, use of over shoes / shoe covers when in the practice, keep updated with developments, familiarise yourself with the latest WHO and NHS advice	1		0
Surface and object contact	Virus transmission from surfaces; information suggests the virus can live for 72hrs on surfaces	Everyone	3	5	15	Remove any unnecessary fomites from reception and waiting room areas, e.g. leaflets, sales items, display stands and chairs, avoid touching your face, disinfection protocol appropriate to usage of surfaces, considering floors, worktops, door handles, toilets, phones, photocopiers, vehicles, etc.	Frequent hand washing (or use of hand sanitiser if not), also when moving from one area to another e.g. kitchen, vehicle, bathroom, consult rooms, keep updated with developments, familiarise yourself with the latest WHO and NHS advice	2		0
Developing symptoms at home	Passing infection to team	Team in practice	3	5	15	Self isolate, notify line manager		1		0
Developing symptoms at work	Passing infection to team	Team in practice	3	5	15	Self isolate, notify line manager		1		0
Return to work after having had symptoms	Returning too soon and being infectious	Team in practice	2	5	10	Symptomatic staff can return to work: On day 8 after the onset of symptoms if clinical improvement has occurred and they have not been feverish for 2 days If a cough is the only persistent symptom on day 8, they can return to work (post-viral cough is known to persist for several weeks in some cases)		1		0
Visiting COVID-19 confirmed cases; VetPartners does not recommend or expect our teams to visit or see patients of confirmed COVID-19 cases	Virus infection	Vet / vet nurse	5	5	25	2m social distancing, be back out within 15mins, gloves, apron, face mask / visor, disinfect anything that comes into contact with client's environment, hand wash / sanitise upon leaving, before touching phone, car keys, etc.	Request client to wear face mask too, avoid touching face, shoe covers upon entry to premises, gloves, scrubs (or similar) that can be washed on return to practice worn over clothes, avoid the need to put anything down so set yourself up with tool belt or similar, avoid contact with any surfaces unnecessarily	3		0

Risk Ratings

-20 ≧ & ≧ -25	BLACK	EXTREME:
-10 ≧ & ≧ -20	RED	HIGH:
-5 ≧ & ≧ -10	YELLOW	MEDIUM:
-2 ≧ & ≧ -5	GREEN	LOW:
-1 ≧ & ≧ -2	BLUE	IN SIGNIFICANT:

Control Measures PREVENTION ← ● →		MITIGATION ↑				
		Very Low	Low	Medium	High	Very High
		LIKELIHOOD →				
		1	2	3	4	5
Light	-1	-1 1L	-2 2L	-3 3L	-4 4L	-5 5L
Serious	-2	-2 1S	-4 2S	-6 3S	-8 4S	-10 5S
Major	-3	-3 1M	-6 2M	-9 3M	-12 4M	-15 5M
Catastrophic	-4	-4 1C	-8 2C	-12 3C	-16 4C	-20 5C
Multi-Catastrophic	-5	-5 1MC	-10 2MC	-15 3MC	-20 4MC	-25 5MC

SEVERITY ↓

White arrow indicates decreasing risk