



### NHS Blood and Transplant - Safety, Health and Environment Risk and Inspections

Actions and documents sections will show after saving. For assistance with completing this form, please email [DATIX Administrator](#).

#### Location -

Centre	National (for Risk Assessment use only)
Directorate	Blood Supply
Dept/Area	National (for Risk Assessment use only)
On/Off Site	On-site NHSBT Property
Location	Clinic

#### Type of Form Required and its Purpose -

Form Required	General Risk Assessment
Select the correct form for your needs. For risk assessments this should be in accordance with your training.	
Is this a new risk assessment? Undertaken after 29th September 2015	Yes
Title	SITA Chair for component donation
Reference Number E.g. BD/RA/Gen/001 or D-HR-01	

#### Identifier -

This should summarise what you are assessing e.g. activity, process, workplace.  
If there are reference documents such as MPDs and SOPs then include the titles and numbers here.

Identifier What might occur?	This is a Risk Assessment for the SITA couch used for collection of Convalescence Plasma and other component products. The SITA couch has been purchased to assist with the expected high demand of convalescence plasma during Covid-19 Pandemic, and isn't constructed to NHSBT normal standard. The couch has been designed to a general standard for component collection and therefore allows the donor to be reclined for more comfort. The SITA Couch hasn't gone through the normal NHSBT trial procedure.
---------------------------------	--

#### Please list all hazards -

Please list all hazards	Hazard 1: The Backrest/footrest lever is adjacent to the seat cushion. Hazard 2: Pinch points of the chair mechanism. Hazard 3: Manual Handling activity - poor posture when adjusting donor in the chair. Hazard 4: Exposure to blood and body fluids. Hazard 5: Chair is on castors which are individually braked.
-------------------------	--

#### Documents -

**No documents.**

#### Who is affected and how? -

Who is affected ?	Agency Worker Donor Employee New and expectant mother
How are they affected ? Best practice is to link with the specific hazards if all are not applicable.	All 5 hazards are applicable for Agency worker, employees, and new and expectant mothers working with the SITA Couch. Hazard 1 is also applicable to Donors.

#### Inherent Risk Grading -

Inherent risk is an evaluation of the damage that could occur assuming there are no controls are in place or there is catastrophic failure of the controls. It is completed for the activity / assessment as a whole.

Inherent Risk Red-Extreme Orange-High Yellow-Moderate Green-Low		Impact				
	Likelihood	Negligible	Minor	Moderate	Major	Catastrophic
	Almost Certain					
	Likely					
	Possible					
	Unlikely					
	Rare					
		Rating (initial): 9		Risk level (initial): High		

#### Controls in place -

Best practice is to directly link the controls to the hazards they are reducing and to list them in order of preference according to the hierarchy of control i.e. eliminate, substitute, engineering controls, information, instruction (such as SOPs and SSW), training, supervision, health surveillance and Personal Protective Equipment (PPE).

Controls in place E.G. "Gloves available to wear- YES" For COSHH assessments please consider other controls e.g. Health Surveillance.	Mandatory manual handling training for employees and agency workers. Supervision. Specific SITA couch training pack available. Gloves, aprons, wipes, and blood spillage kits available. Donors asked to move to opposite side of couch to that of the adjustment lever. Employees trained in good posture techniques. To adjust heavier donors, two staff members must be used. Adjustment of the headrest and armrest must be completed once the donor is in the donating position. All four castor brakes must be locked at all times to ensure couch is static. The couch has a weight limit of 34 stone which is above NHSBT standard gross weight limit of 25 stone. The couch must be cleaned regularly in line with training guidance and IPC procedures.
---	---

#### Final risk Grading -

Residual risk is an evaluation of the damage that could occur after taking into account the effectiveness of current controls. It is completed for the activity / assessment as a whole.

## Residual Risk

Red-Extreme  
Orange-High  
Yellow-Moderate  
Green-Low

Likelihood	Impact				
	Negligible	Minor	Moderate	Major	Catastrophic
Almost Certain					
Likely					
Possible					
Unlikely					
Rare					
Rating (current): 3		Risk level (current): Low			

**Additional control measures to reduce risk**

When adding actions they should be targeting the highest risk areas to help reduce the residual risk from the activity.  
*Please note that you will have to save this record before the Actions section is enabled.*

**Actions**

Priority	Type	Description	To	Start	Due	Done
Very Low Priority	ENGCTR	ongoing	[REDACTED]	03/06/2020	30/06/2020	

**Next Review due by**

Frequency for review must be in line with MPD1090 - H&S Risk Management

Confirm review date (dd/MM/yyyy) 02/12/2020

**Performed by**

Risk Assessor

[REDACTED]

Remember that the Risk Assessor and Manager should not be the same person. Once ready for Manager approval change status to awaiting approval.

Date completed (dd/MM/yyyy) 02/06/2020

Manager

[REDACTED]

Identify the manager who should be signing off this risk assessment.

**Approval status**

Current approval status **Final approval**

ID 26419

**Manager Details**

Manager

[REDACTED]

All risk assessments and inspections must be finally approved by the appropriate manager to make them effective.

Date agreed 05/06/2020

**E-mail communication**

Use this section to e-mail between the risk assessor, manager and other interested parties regarding the risk assessment. This then provides an audit trail against the assessment.

**Message history**

Date/Time	Sender	Recipient	Body of Message
-----------	--------	-----------	-----------------

No messages

**Contacts**

No Contacts

**Linked Records**

No Linked Records.

**Notifications**

Recipient Name	Recipient E-mail	Date/Time	Contact ID
----------------	------------------	-----------	------------

No notification e-mails sent