



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	Newcastle Centre (including ODT Scotland)
Directorate	Group Services (GS)
Dept/Area	Health, Safety and Wellbeing
On/Off Site	On-site NHSBT Property
Location	All Areas

Type of Form Required and its Purpose -

Form Required	COSHH Risk Assessment
Select the correct form for your needs. For risk assessments this should be in accordance with your training.	
Title	COVID-19 secure workplace - Newcastle Centre
Reference Number	HSW/COVID-19/Newc/001
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	NHSBT has implemented general controls to prevent the spread of COVID-19 that applies to all NHSBT personnel regardless of being in the workplace or not. These are based on the Government advice to prevent the spread of the virus.
What might occur?	This risk assessment looks at how NHSBT will implement government advice on social distancing and good hygiene to prevent the spread of COVID-19 in the workplace. The risk assessment covers all work environments within NHSBT Premises excluding Blood donation sessions and centres, workplaces embedded in hospitals and transport operations.
	It is understood that it will not always be possible to maintain 2m social distancing in the workplace at all times. Anxiety around COVID-19 transmission is taken very seriously to ensure that all staff feel safe whilst at work. This is why it is important for managers to use this risk assessment to assess all areas of work, taking into account staff concerns and NHSBT responsibility to comply with PHE guidance.

Hazardous substance involved -

Number of hazardous substances involved	1
Please identify all the substances involved in the process that you are assessing.	

Hazardous Substance 1 -

Substance 1 - form/amount/concentration (Hazardous Substance 1)	COVID-19
Provide as much information on the substance used and try and identify the main hazard here (but list all below).	
Substance 1 - Hazard (Hazardous Substance 1)	Blood Borne/Infection/Biohazard Harmful
Select all the hazards associated with this substance.	
Substance 1 - route of entry (Hazardous Substance 1)	Mucus Membranes
Select all the viable ways the substance can cause harm to those involved.	

Documents -

Created	Type	Description	ID
10/05/2021	Document	Covid19 secure workplace controls - Newcastle	29966
05/06/2020	Memorandum	IPC guidance May 2020	26238

Description of the process -

Description of the process	All workplace activity within NHSBT premises
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Frequency/duration of exposure and who is affected? -

Frequency/duration of exposure and who is affected? (Frequency/duration of exposure and who is affected?)	All employees can be affected. Believed to be transmitted through; contact with respiratory droplets generated by coughing and sneezing contact with contaminated surfaces aerosol generating procedures as well as contact with infected surfaces.
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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

Likelihood	Impact				
	Negligible	Minor	Moderate	Major	Catastrophic
Almost Certain	●	●	●	●	●
Likely	●	●	●	●	●
Possible	●	●	●	●	●
Unlikely	●	●	●	●	●
Rare	●	●	●	●	●

Rating (initial): 15 Risk level (initial): Extreme

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.

please see attached document
Covid 19 secure workplace controls

Emergency Preparedness

Storage and disposal / accidental release and fire fighting requirements N/A

First Aid Measures

If staff are displaying any symptoms of COVID -19 as listed above, inform the Line Manager, staff member concerned to go home and follow government guidelines.

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

No actions.

Next Review due by

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

Confirm review date (dd/MM/yyyy) 31/05/2022

Performed by

Approval status

Current approval status Final approval

ID 26447

Manager Details

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.

Contacts

Linked Records

Notifications

Recipient Name	Recipient E-mail	Date/Time	Contact ID
No notification e-mails sent			