



## 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	Colindale Centre
Directorate	Group Services (GS)
Dept/Area	Health, Safety and Wellbeing
On/Off Site	NHSBT Wide (for Risk Assessment use only)
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
Reference Number	HSW/COVID-19/001 Colindale
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 individuals 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 individual 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
04/02/2022	Document	Updated Controls 04 02 2022 v1	31650
01/06/2021	Document	Updated Colindale COVID Secure Controls v1 270521	30138
24/03/2021	Document	Updated Colindale COVID Secure Controls v3 230321	29530
24/03/2021	Document	London Middlesex Base Questionnaire 23 03 21	29529
11/01/2021	Document	Updated Covid Controls 06.01.2021	28710
31/07/2020	Document	Colindale COVID-19 Secure Controls update 140720	26795
20/06/2020	Document	Colindale Covid19 secure workplace controls	26336
19/06/2020	Memorandum	IPC guidance May 2020	26328

### Description of the process -

Description of the process All workplace activity within NHSBT premises  
All contractors workplace activity within NHSBT premises  
Contractors and Visitors are expected to follow NHSBT controls and rules when operating within or visiting NHSBT premises

**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, contractors and visitors 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.

**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): 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 Controls covering Colindale centre departments, including London Middlesex Blood Donation Team Base. Please see attached document for detail: Colindale COVID-19 secure workplace controls v 3 (for current controls)

E.G. "Gloves available to wear- YES" For COSHH assessments please consider other controls e.g. Health Surveillance.

Original risk assessment by JG (HS&W) reviewed and control measures document updated 31/07/2020 to reflect changes made and outcome of site walkaround / checks by HS&W (CS), Head of Centre and Union Colleagues undertaken on 14/07/2020. Next formal review planned for mid September 2020. I have reviewed this RA and no changes are required at this time. To be reviewed in 3 months. MH HSW Advisor London and SE. MH - This RA has been reviewed and accepted with the updated control measure document ID28709. Next review due April 2021. 11/01/2021.

NA 24/03/2021 - Controls for London Middlesex Team base added in the Colindale COVID Secure controls document v3 (attached)

NA 27/05/21 - This risk assessment was reviewed on 27/05/21 following a walk round between the local HS&W advisor and union H&S rep, as well as agreement of amendments by attendees at the CPC. All changes are highlighted in yellow on the attached Updated Controls document dated 27/05/21.

NA 04 02 22 - This risk assessment was reviewed on 04/02/22 following a consultation between the local HS&W advisor, managers, HoC and union H&S rep colleague as well as agreement of amendments at the CPC. All changes are highlighted in yellow in the attached Updated Controls document.

**Emergency Preparedness**

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

First Aid Measures If individuals are displaying any symptoms of COVID -19 as listed above, inform the Line Manager, individual 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	Impact					
	Likelihood	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**

**Next Review due by**  
Frequency for review must be in line with MPD1090 - H&S Risk Management

Confirm review date (dd/MM/yyyy) 28/02/2023

**Performed by**

**Approval status**

Current approval status Final approval

ID 26527

**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			