

Risk Assessment – COVID19 (coronavirus) infection spread

Area		Practice Wide			Date Assessed		15/03/2020			
Person Conducting Assessment		Siuna A Reid			Date Reviewed		23/03/20			
Business Unit / Speciality		SA			Date Reviewed		22/05/20			
Practice Managers Name		The Veterinary Health Centre Ltd/ S A Reid			Date Reviewed					
Detail the source of the risk, the background information, description of the Event / Task / Service		Coronavirus infection – the infection and spread of coronavirus through contact with infected persons in carrying out practice duties to clients, members of the public, contamination from staff to staff								
Identify Hazards?	Describe the Risk?	Describe what Controls / Mitigating actions are being taken to reduce the risk	Actual Risk level			Are further actions necessary to reduce the risk below a Moderate Risk	Residual Risk level			
			L	C	RISK		L	C	RISK	
1	Client contact – Reception, waiting room, surface areas, items, doors, public access areas contaminated	Risk of contamination from an infected person, virus spread by close proximity contact (airborne particles), physical contact, hard surfaces, money, payment devices or products surfaces	<ul style="list-style-type: none"> Barrier distancing from reception counter, clients are now outside Gloves worn by staff for payments or transactions Regular sanitizing of surfaces and devices after use, door handles etc. Sanitizer available at entry for clients- clients are not coming in at all Phone payments by card where possible, avoid cash where possible 	4	4	16	<ul style="list-style-type: none"> Drop prescriptions/food/products to client vehicles (maintaining distancing, not leaning into vehicle) All worming and flea products are sent second class post Use a basket to put the food in, place on the floor allow the client to pick up, following social distancing Stagger appointments to one in one out, call to clients waiting in car/outside per appointment, Vet/Nurse brings client in. 	2	4	8

							<ul style="list-style-type: none"> See video for cats/puppies and lead handling Delivery of products to clients to avoid attendance at practice, (driver to phone client, drop at door, observing distancing and hygiene at all drops) 			
2	Client contact - Consulting	Risk of contamination from an infected person, virus spread by close proximity contact (airborne particles), physical contact, hard surfaces, client participation in restraint or calming of patient increases close contact risk	<ul style="list-style-type: none"> Maintain distancing of 2m if possible- no clients in building Avoid client participation of animal restraint as close contact needed, use a team member; no client contact Sanitizer used at start of each consult, clean down at end House Visits- SHOULD NOT be carried out unless the client cannot come to the surgery or have friend/neighbour bring the pet to the surgery. Examine pets outside or in well ventilated room PPE used as appropriate, gloves, visor, mask 	4	4	16	<ul style="list-style-type: none"> As much remote information gained to limit consult interaction time Use video consults wherever possible Limit consults to emergencies 	2	4	8
3	Staff to staff – clinical areas, close proximity work with others, hard surfaces in consult/prep/theatre/kennels etc	Risk of contamination from an infected person, virus spread by close proximity contact (airborne particles), physical contact, hard surfaces,	<ul style="list-style-type: none"> Maintain distancing where possible 2m – If this is not possible, i.e. restraining animal with 2 people, PPE to be worn, mask, surgical grade if possible. Increase existing clean down or pre use/sterilization processes, 	3	4	12	<ul style="list-style-type: none"> Space patient treatment to allow maximum room to work Reduce staff numbers allowed in clinical areas to a minimum – single occupancy where possible 	1	4	4

			(clinical areas ARE clean by general practice)							
4	Staff to staff – Practice areas, entrances, kitchen, office, staff room areas contaminated	Risk of contamination from an infected person, virus spread by close proximity contact (airborne particles), physical contact, hard surfaces, staff entry door handle, keypads, coat racks, lockers, particularly resting and/or shared areas, (staff room, kitchen) communal crockery, (mugs, cups, glasses) cutlery present risk of contamination	<ul style="list-style-type: none"> Provide sanitizer inside/outside all entry points for staff, clean door handles/keypads, high traffic areas before /after shift changes or periodically Clean all shared computer terminals/keyboards/phones before and after all changeovers in staff Advise staff to limit amount and lock personal belongings, (coats, bags etc) in car where possible 	4	4	12	<ul style="list-style-type: none"> Reduce staff levels to a minimum Provide disposable cups, cutlery, plates or advise 'bring and use own' policy, not shared utensils, cutlery, mugs etc. 	2	4	8

Take serial number from Risk Assessment	Transfer Key Actions Required for Risks	Who is responsible?	Target date / By When?	Progress	Completed Date
1	Ensure that the further controls are adhered to at ALL times	Veterinary Directors, Surgeons, Practice Management, Lead and Veterinary Nurses, ALL staff	From 15/03/2020 and ongoing 22/05/20	Lock down was announced from the 23/03/20 put into small microcosmic teams, no overlap, strict separation, until 27 th May	

Calculate the risk score by multiplying the Likelihood by the Consequence: L = (likelihood) x C (consequence) = R (risk score).

	Likelihood				
Consequence	Rare	Unlikely	Possible	Likely	Certain

	1	2	3	4	5
Negligible - 1	1	2	3	4	5
Minor - 2	2	4	6	8	10
Moderate - 3	3	6	9	12	15
Major - 4	4	8	12	16	20
Death / Catastrophic - 5	5	10	15	20	25

Additional
in place:

KEY: Low risk Moderate risk Significant risk High risk

Comments on Risk Assessment / Control measures