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| **AREA / ACTIVITY / TASK BEING ASSESSED:** | **RECOVERY OF SERVICES** **DURING COVID-19 PANDEMIC** |
| **DEPARTMENT:** | **ALL** |
| **SERVICE:** | **ALL** |
| **REFERENCE NO.** | **VERSION** | **DATE OF ASSESSMENT** | **DATE OF NEXT REVIEW** |
| CORP-ALL-RA-COVID19-003 | 1 | 15/05/2020 | 15/05/2023 |
| **Description of operations and scope of assessment:*** Activities,
* Environment(s)
* Equipment, materials etc.
 | This risk assessment has been developed in response to the ongoing COVID-19 pandemic. It has been developed to support the recovery of services within CCC. **Daily updates and guidance are available via the below links.** **Please check updates daily as some information in this risk assessment may change;**[Public Health Wales Website](https://phw.nhs.wales/) <https://www.gov.uk/coronavirus> |
| **Address / Location where assessment conducted:** | Various |
| **Legislation /** **Management standards** | Health and Safety at Work Act 1974Management of Health and Safety at Work Regulations 1999The Health Protection (Coronavirus Restrictions) (Wales) (Amendment) Regulations 2020All associated and relevant regulations and guidance. |
| **Other relevant safety documentation** (if applicable)**:** * Risk Assessments,
* Safe Systems of Work,
* Procedures,
* Guidance etc.
 | **TITLE** | **REFERENCE NO.** |
| All specific safe working practices in relation to the pandemic forapproved services. |  |
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| **Name of Risk Assessor(s)** | **Job Title:** | **Signature(s) of Risk Assessor(s)** |
| Jackie Bergiers | Lead Business Partner (H&S) | JS Bergiers |
| Eddie Cummings | Senior Business Partner (Working Safely) | Eddie Cummings |

| **Item index No.** | **Identify Hazard(s)** | **Who/What is likely to be harmed and how?** | **Existing / Current Control Measures** | **Risk Rating as per Matrix** | **Further actions required to reduce risk** **&****person responsible for action** | **Residual risk(s) as per matrix after additional controls** |
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| **1.** | **Employees contracting COVID-19 through work activities** | EmployeesService UsersPoor implementation of suitable control measures to incorporate social distancing measures, hygiene practices or coming in to uncontrolled contact with public etc. | Employees continue to work from home wherever possible.All services must be approved by the Silver and Gold Recovery groups will be permitted to progress through the recovery phase.Recovery process adopted including the development of service specific risk assessments and safe working practices.Recovery plans outlining all aspects for consideration before recovering services.Use of alternative service delivery models wherever possible e.g. remote visits / meetings via Skype or Teams.Promotion of good hygiene practices and prevention methods to all employees.Social distancing to be implemented for all employees wherever possible.Continued promotion of symptoms and ‘stay at home’ guidelines to all employees. | MEDIUM | All Government guidance being adopted and monitored regularly.Constant review of any updates / changes to guidance and measures introduced by the Government.Specific protocols and safe working practices developed for approved services before recovery is authorised. | MEDIUM |
| **2.** | **Service users contracting COVID-19 during provision of services** | EmployeesService UsersPoor implementation of suitable control measures to incorporate social distancing measures, hygiene practices or coming in to uncontrolled contact with public etc. | Employees continue to work from home wherever possible.All services must be approved by the Silver and Gold Recovery groups will be permitted to progress through the recovery phase.Recovery process adopted including the development of service specific risk assessments and safe working practices.Recovery plans outlining all aspects for consideration before recovering services.Use of alternative service delivery models wherever possible e.g. remote visits / meetings via Skype or Teams.Promotion of good hygiene practices and prevention methods to all employees.Social distancing to be implemented for all employees wherever possible.Continued promotion of symptoms and ‘stay at home’ guidelines to all employees. | MEDIUM | All Government guidance being adopted and monitored regularly.Constant review of any updates / changes to guidance and measures introduced by the Government.Specific protocols and safe working practices developed for approved services before recovery is authorised. | MEDIUM |
| **3.** | **Employees in the ‘shielded group’ or ‘high risk group’ contracting COVID-19 through work activities** | EmployeesService UsersPoor implementation of suitable control measures to incorporate social distancing measures, hygiene practices or coming in to uncontrolled contact with public etc. | Identification of employees within these categories.All employees within these categories work at home or make alternative arrangements with line managers so they are not put at risk.Social distancing to be implemented for all employees wherever possible.Continued promotion of symptoms and ‘stay at home’ guidelines to all employees. | MEDIUM | All Government guidance being adopted and monitored regularly.Constant review of any updates / changes to guidance and measures introduced by the Government. | MEDIUM |
| **4.** | **Employees working long-term at home without assessment of risks to their health and wellbeing** | EmployeesIncorrect methods being used to undertake work at home for sustained periods. | Homeworking guidance in place.Wellbeing and homeworking pages on the intranet.Regular contact and discussions with managers on current working arrangements. | MEDIUM | Display Screen Equipment assessments available and should be utilised by employees working long-term at home.Managers guidance and safe working methods to be used to establish whether additional arrangements are required. | MEDIUM |

| **MANAGEMENT ACTION PLAN** |
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| **AREA / ACTIVITY / TASK BEING ASSESSED:** | **MANAGEMENT OF CRITICAL SERVICES** **DURING COVID-19 PANDEMIC** |
| **Further actions necessary to control or reduce risk** | **Action by** | **Priority for action based on level of residual risk** | **Target completion date** | **Actual completion date** | **Comments** | **Initials** |
| **1** |  |  |  |  |  |  |  |
| **2** |  |  |  |  |  |  |  |
| **3** |  |  |  |  |  |  |  |
| **4** |  |  |  |  |  |  |  |
| **5** |  |  |  |  |  |  |  |