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|  | **Dealing with Bodily Fluids Risk Assessment (H&S Update – August 2017)** |  |

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| Operations/Work Activities covered by this assessment:  | **DEALING WITH BODILY FLUIDS** |
| Site Address/Location:  |  | Department/Service/Team: |  |
| **Note:** A person specific assessment must be carried out for young persons, pregnant women and nursing mothers |

| Hazards Considered*Step 1 (Clause 3.1)* | Who might be harmed and how*Step 2**(Clause 3.2)* | Existing Control Measures:*Step 3**(Clause 3.3)* | Risk Rating  | Further action *Step 3**Consider hierarchy of controls i.e. elimination, substitution, engineering controls, signage/warning and/or administrative controls, (PPE as a last resort)* | Actions Step 4 (Clause 3.4) | Risk Rating |
| --- | --- | --- | --- | --- | --- | --- |
| Likelihood | Severity  | Risk Rating | who | when | complete | Likelihood | Severity  | Risk Rating |
| *(Name)* | *(Date)* | *(Date)* |
| **Contact with bodily fluids** | Staff, pupils and visitors may experience ill-health as a result of contact or ingestion of bodily fluids | Arrangements for dealing with bodily fluids have been included within the health and safety policy.Staff have been given information about how to deal with bodily fluids and limit the risks of exposure.Staff are aware about basic hygiene measures e.g. thoroughly washing hands.Staff instructed to cover existing cuts/grazesStaff are aware of the procedure of dealing with and the disposal of bodily fluids and waste materials.Suitable personal protective equipment is available e.g. disposable gloves and apron.  |  |  |  | Reference should be made to the HPA Controlling Infections in Schools |  |  |  |  |  |  |
| **Control of Infection** | Staff, pupils and visitors may experience ill-health as a result of contact or ingestion of bodily fluids | Suitable equipment is available e.g. hot water, soap/detergent, absorbent material, sterilising liquid, bucket, clinical waste bin/bags and first aid kit etc.A risk assessment is conducted for Hepatitis B where risk is deemed necessary.COSHH assessments are in place for any hazardous substances and the control measures have been implemented.  |  |  |  |  |  |  |  |  |  |  |
| Consider if any additional hazards are created and control measures are required if this activity is undertaken in non-routine or emergency conditions | Review Date (*Step 5*) : |
| Assessors Signature: | Date: | Authorised By: | Date: |

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| **Potential Severity of Harm** | High **(e.g. death or paralysis, long term serious ill health)** | Medium | High | High |
| Medium **(an injury requiring further medical assistance or is a RIDDOR incident)** | Low | Medium | High |
| Low **(minor injuries requiring first aid)** | Low | Low | Medium |
|  |  | Low**(The event is unlikely to happen)** | Medium**(It is fairly likely it will happen)** | High**(It is likely to happen)** |
|  |  | Likelihood of Harm Occurring |

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| **Risk Definitions** |
| **Low** | Controls are adequate, no further action required, but ensure controls are monitored and any changes reassessed. |
| **Medium** | Consideration should be given as to whether the risks can be reduced using the hierarchy of control measures. Risk reduction measures should be implemented within a defined time periods. Arrangements should be made to ensure that the controls are maintained and monitored for adequacy. |
| **High** | Substantial improvements should be made to reduce the level to an acceptable level. Risk reduction measures should be implemented urgently with a defined period. Consider suspending or restricting the activity, or applying interim risks controls. Activities in this category **must** have a written method statement/safe system of work and arrangements must be made to ensure that the controls are maintained and monitored for adequacy. |