

COVID-19 Occupational Health Risk Assessment – FAQ's

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Who should complete a risk assessment?

All colleagues must complete a risk assessment to enable us to understand who is at higher risk of developing more serious symptoms if they come into contact with COVID-19.

How often should the risk assessment be reviewed?

The risk assessment must be reviewed annually as a minimum, the risk assessment must be reviewed if anything changes which would affect the personal level of risk (age, pregnancy, medical condition) or if the workplace risk level changes (any changes with the work environment, types of patients, or procedures completed) or if community prevalence rates change.

Who is responsible for reviewing the risk assessment?

All colleagues must inform their manager if their personal level of risk changes or if they are aware of changes in community prevalence that would change the level of risk. The line manager will be responsible for reviewing the level of risk with the individual,

What is the advice for pregnant women?

The latest RCOG advice is that women who are more than 28 weeks pregnant should work from home or avoid any direct patient care. Women under 28 weeks pregnant can still work in direct patient care but should avoid contact with suspected or confirmed cases of COVID-19.

It is advised that all pregnant women complete the COVID age calculator initially and then also assess risk level based on their gestation and select the highest risk level.

What is the COVID age calculator?

The COVID age calculator has been developed by Alama based on published evidence for the main identified risk factors. That evidence indicates that vulnerability increases exponentially with age this assesses vulnerability for a combination of risk factors including age, sex, ethnicity, and health conditions. It works by translating the risk associated with each of those factors into years which are added or subtracted from your actual age which then calculates a COVID age, which is a single overall measure of vulnerability.

What is the impact of vaccination on COVID-age?

You will drop down to the next lower COVID-age category below your calculated level if:

- You had both doses of vaccine more than 14 days ago

How is the initial risk rating calculated?

The overall risk rating plots the personal risk level and workplace risk level to calculate an overall risk rating

- Green – indicates low risk and no immediate action required, however discuss ways staff and the organisation can provide enhanced protection by completing the action plan in section 4. further action is required
- Amber – mitigation and agreed action plan to be completed
- **Red – colleague should be working from home or should be redeployed.

** Individuals concerns can be taken into consideration where the adverse health effects of redeployment / working from home would be greater than the overall risk of contracting severe COVID-19, this can be explored through the conversation in section 2 and would require agreement from both the individual and the manager to accept the risk and advice from OH.

		Community viral prevalence per week at main place of work https://coronavirus.data.gov.uk/details/interactive-map			
Workplace risk	COVID Age*	0-9 / 100,000	10-99 / 100,000	100-800 / 100,000	800+ / 100,000
VERY HIGH Direct contact (<2m) with confirmed cases of COVID or Aerosol Generating Procedures (AGP)	85 and above	Red	Red	Red	Red
	70 – 84	Red	Red	Red	Red
	50 – 69	Amber	Amber	Amber	Amber
	Under 50	Green	Green	Green	Green
HIGH Direct contact (<2m) with suspected cases of COVID	85 and above	Red	Red	Red	Red
	70 – 84	Amber	Amber	Amber	Amber
	50 – 69	Amber	Amber	Amber	Amber
	Under 50	Green	Green	Green	Green
MEDIUM High number of direct face to face contacts where social distancing cannot be maintained	85 and above	Amber	Amber	Red	Red
	70 – 84	Amber	Amber	Amber	Amber
	50 – 69	Green	Green	Amber	Amber
	Under 50	Green	Green	Green	Green
LOW Where good social distancing, ventilation and hygiene measures are in place	85 and above	Green	Amber	Amber	Red
	70 – 84	Green	Green	Amber	Amber
	50 – 69	Green	Green	Green	Amber
	Under 50	Green	Green	Green	Green
Working from home	All ages	Green	Green	Green	Green

Where can I find the latest community prevalence levels?

The community viral prevalence levels should be your main place of work and can be found here <https://coronavirus.data.gov.uk/details/interactive-map>

What actions can be taken to mitigate risks?

There are a number of actions that colleagues can take to protect themselves both at work and in the community, these are listed in section 3 of the risk assessment form.

There are also actions the Trust can take to mitigate risk, some examples are listed in section 4 but this is not an exhaustive list, if any alternative actions are taken please include full details in section 4.

What if I have any apprehensions / concerns about the level of calculated risk?

Section 2 of the form gives the opportunity to discuss any concerns that may have a wider impact on your overall health & wellbeing.

If both you and your manager feel that there would be a negative impact on your health & wellbeing either because of concerns about working in a certain environment, or because your risk assessment is recommending redeployment and this impact on your health and wellbeing would be greater than the overall risk of contracting severe COVID-19 you can be referred to Occupational Health for specialist advice.

Where do I record the reduced risk rating?

Section 4 of the form is where you record the reduced risk rating after you have reviewed the COVID age based on vaccine and positive PCR results and reduction in risk following agreed actions.

Who can colleagues contact for further support?

In the first instance colleagues should discuss any concerns with their line manager initially further support if required can be provided by the following:

- Trade Unions (Staff Side) - <http://nww.worcsacute.nhs.uk/departments-a-to-z/staff-side-trade-unions/whos-who/>
- BAME Network - wah-tr.bame@nhs.net
- Freedom to speak up guardian - wah-tr.freedomtospeakup@nhs.net
- HR – wah-tr.hrenquiries@nhs.net

If colleagues require support with which medical conditions to list they should contact their GP or registered healthcare professional.

If managers require further support with completing the risk assessment form or agreeing actions to mitigate the risk they can contact occupational health ext 34757/52 or 01905 760693.

Where should the completed risk assessment be sent to?

The fully completed risk assessment must be sent to occupational health at wah-tr.OccupationalHealth@nhs.net and they will record the risk assessment on allocate e-rostering and assess the mitigating actions. If they require any further information or have any queries about the mitigating actions they will contact the line manager.

How should redeployment / working from home be recorded?

It's important that all of our records are up to date in the following scenarios on Allocate e-rostering.

- Colleague is unable to continue working in their substantive role and is available for redeployment
- Colleague has been redeployed
- Colleague working remotely

Where can I access wellbeing resources?

There are a number of wellbeing resources available on the intranet for all colleagues to access, please ensure your colleagues are aware of the wellbeing support available, our wellbeing offer is split into 7 areas:

- Mental & Psychological
- Social
- Financial
- Physical
- Civility & Respect
- Equality & Inclusion
- COVID-19

<http://nww.worcsacute.nhs.uk/departments-a-to-z/human-resources/health-and-wellbeing/>

Where can I find the COVID-19 staff health compliance policy?

<https://coronavirus-briefing.tfemagazine.co.uk/coronavirus-staff-briefing-152-thursday-4-february-2021/hr-and-management-guidance/updated-hr-policies-and-procedures>

Where can I find the latest Infection prevention guidance?

<https://coronavirus-briefing.tfemagazine.co.uk/coronavirus-staff-briefing-152-thursday-4-february-2021/infection-prevention-and-control/personal-protective-equipment-ppe-guidance>

Where can I find the PPE guidance?

<https://coronavirus-briefing.tfemagazine.co.uk/coronavirus-staff-briefing-152-thursday-4-february-2021/infection-prevention-and-control/personal-protective-equipment-ppe-guidance>

Where can I find the staff uniform policy?

<https://coronavirus-briefing.tfemagazine.co.uk/coronavirus-staff-briefing-141-wednesday-20-january-2021/latest-updates/reminder-of-the-current-rules-for-wearing-uniforms-and-scrubs>