




Risk Assessment – Coronavirus Cleaning in Healthcare environments

1	Site / Location:	Risk Assessment number: No. Covid-19 2.3	Used in Conjunction with: Any other relevant risk assessments
	Assessor's name:	Signature:	
	Approved by (Manager)' name: <i>Please see section 11 for review dates</i>	Signature:	Profit Centre:

This assessment is to be used during the COVID 19 (Coronavirus) pandemic. Where necessary, please also refer to the site specific COVID 19 Risk assessment. Section 9 must be reviewed and completed where local restrictions are in place or the client has provided us with additional instructions e.g. the wearing of face coverings in some settings.

<p>Keep a minimum distance of 2 metres where possible</p> 	<p>Wash hands frequently (for at least 20 seconds) or use hand sanitizer with a minimum of 60% alcohol</p> 	<p>Clean surfaces frequently including door handles, rails, hoists etc.</p> 	<p>Avoid touching your face, nose and eyes</p> 
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2	Work activity	Cleaning in healthcare environments
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	<p>When carrying out any risk assessment, follow the 5-step process:</p> <ol style="list-style-type: none"> 1. Identify the hazards 2. Decide who might be harmed and how 3. Evaluate the risk and introduce controls 4. Record your findings and implement them 5. Review assessment and amend as necessary 	<p>In all cases consideration must be given to the following:</p> <ul style="list-style-type: none"> • Manual handling requirements • Hygiene • Working at height • Good housekeeping • Any training, instruction or supervision that may be required • Use of PPE
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3	Hazard Indicators			
COVID 19 (Cleaning)	Additional COVID 19 controls	Sharps	Manual Handling	Cleaning using Equipment

Use of electrical equipment	Chemical Safety	Slips, trips and falls	Lone Working	Emergency Issues
Use of vehicles during COVID 19				

4	Who will be affected	Employee ✓	Members of Public ✓	Contractor ✓	Visitor ✓
	Others: please specify	Those that may be affected by Pinnacle's acts or omissions			

5	Evaluate Risk - Risk Rating Table			
	Probability of Occurrence	P	Potential Severity	S
	Common	5	Fatal	5
	Probable	4	Major	4
	Occasional	3	Serious	3
	Possible	2	Minor	2
	Improbable	1	Slight	1
Risk Rating : (P) Probability x (S) Severity = Risk Rating (1-8 Low) (9-15 Medium) (16-25 High)				

Risk (R)	Likelihood					
Severity	1	2	3	4	5	Low: Continue but review regularly to ensure controls remain effective.
	2	4	6	8	10	Medium: Continue, as above, but implement additional controls where possible. Monitor regularly.
	3	6	9	12	15	High: Stop the activity and re-assess. Identify new controls. Seek advice from manager or Health and Safety team
	4	8	12	16	20	
	5	10	15	20	25	

6	Pre-Controls Risk Rating : High			
	Disease / infections / cross infection	4 x 4 = 16	Chemical Safety	3 x 4 = 12
	Sharps	4 x 4 = 16	Slips, trips and falls	3 x 4 = 12
	Manual Handling	3 x 4 = 12	Lone Working	3 x 4 = 12
	Cleaning using Equipment	3 x 4 = 12	Emergency Issues	4 x 5 = 20
	Use of electrical equipment	3 x 5 = 15	Vehicle sharing	4 x 4 = 16
	Cleaning during COVID 19	4 x 6 = 16		

7
List the existing controls – when choosing your controls ensure you use the hierarchy of controls, eliminating

7.1	Current Cleaning Guidance to be used during COVID 19	Revised Risk Rating PxS
	<p>Where possible, Pinnacle must adhere to guidance from PHE / NHS</p> <p>When in communal areas, face coverings must be worn</p> <p>Environmental cleaning following a possible case</p> <p>Once a possible case has been transferred from the primary care premises, the room where the patient was placed should not be used, the room door should remain shut, with windows opened and the air conditioning switched off, until it has been cleaned with detergent and disinfectant. Once this process has been completed, the room can be put back in use immediately.</p> <p>Preparation</p> <p>The responsible person undertaking the cleaning with detergent and disinfectant should be familiar with these processes and procedures:</p> <ul style="list-style-type: none"> • collect all cleaning equipment and clinical waste bags before entering the room • any cloths and mop heads used must be disposed of as single use items • before entering the room, perform hand hygiene then put on a disposable plastic apron and gloves <p>On entering the room</p> <ul style="list-style-type: none"> • keep the door closed with windows open to improve airflow and ventilation whilst using detergent and disinfection products • bag all items that have been used for the care of the patient as clinical waste, for example, contents of the waste bin and any consumables that cannot be cleaned with detergent and disinfectant • remove any fabric curtains or screens and bag as infectious linen • close any sharps containers wiping the surfaces with either a combined detergent disinfectant solution at a dilution of 1000 parts per million (ppm) available chlorine (av.cl.) or a neutral purpose detergent followed by disinfection (1000 ppm av.cl.) <p>Cleaning process</p> <p>Use disposable cloths or paper roll or disposable mop heads, to clean and disinfect all hard surfaces or floor or chairs or door handles or reusable non-invasive care equipment or sanitary fittings in the room, following one of the 2 options below:</p> <ol style="list-style-type: none"> 1. use either a combined detergent disinfectant solution at a dilution of 1000 parts per million (ppm) available chlorine (av.cl.) 2. or a neutral purpose detergent followed by disinfection (1000 ppm av.cl.) <ul style="list-style-type: none"> ○ follow manufacturer’s instructions for dilution, application and contact 	<p>3 x 4 = 12</p>

		<p>times for all detergents and disinfectants</p> <ul style="list-style-type: none"> ○ any cloths and mop heads used must be disposed of as single use items <p>Cleaning and disinfection of reusable equipment</p> <ul style="list-style-type: none"> • clean and disinfect any reusable non-invasive care equipment, such as blood pressure monitors, digital thermometers, glucometers, that are in the room prior to their removal • clean all reusable equipment systematically from the top or furthest away point <p>Carpeted flooring and soft furnishings</p> <p>If carpeted floors or item cannot withstand chlorine-releasing agents, consult the manufacturer’s instructions for a suitable alternative to use, following or combined with detergent cleaning.</p> <p>On leaving the room</p> <ul style="list-style-type: none"> • discard detergent or disinfectant solutions safely at disposal point • all waste from suspected contaminated areas should be removed from the room and quarantined until patient test results are known (this may take 48 hours); if the patient is confirmed to have COVID-19 further advice should be sought from the local HPT • clean, dry and store re-usable parts of cleaning equipment, such as mop handles • remove and discard PPE as clinical waste • perform hand hygiene <p>Cleaning of communal areas</p> <p>If a suspected case spent time in a communal area, for example, a waiting area or toilet facilities, then these areas should be cleaned with detergent and disinfectant (as above) as soon as practicably possible, unless there has been a blood or body fluid spill which should be dealt with immediately. Once cleaning and disinfection have been completed, the area can be put back in use.</p>
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7.2	Additional COVID 19 controls	3 x 4 12
	<ul style="list-style-type: none"> • Any member of staff that shows symptoms of COVID 19 – high temperature, continual coughing and /or anosmia (change in taste / smell sensation) must stay at home and observe the appropriate self-isolation period for their household. • Staff must inform us if they feel they are within a ‘vulnerable or at risk’ group and an individual assessment will need to be carried out • Is the work necessary? • Consider whether start / break / finish times can be staggered • PPE must only be worn as per existing COSHH and risk assessments. If masks are to be worn, i.e. bodily spills they must be worn as per manufacturer’s instructions. 	

- All staff must regularly wash their hands. If hand washing facilities are not available, sanitising gel or similar must be available
- Avoid sharing equipment or handling other people's equipment. If this is necessary, equipment should be wiped down and 'drop off' zones created to try and meet the social distancing guidance
- Avoid splitting teams up. Where possible keep the same two people in a team.
- Keep the activity as short as possible – without compromising any other safety issues e.g. don't rush the work.
- Wherever possible maintain social distancing
- Work back to back or side to side but avoid face to face work activities
- Wearing of Face Coverings see 7.2.a

7.2 a Use of face coverings within work settings

<https://www.gov.uk/government/publications/face-coverings-when-to-wear-one-and-how-to-make-your-own/face-coverings-when-to-wear-one-and-how-to-make-your-own>

In England, you must wear a face covering in the following indoor settings. A face covering is not PPE. If your Risk Assessments states a mask must be worn, then you would wear a mask.

You are expected to wear a face covering before entering any of these settings below and must keep it on until you leave unless there is a reasonable excuse for removing it or you are exempt:

- public transport
- taxis and private hire vehicles
- transport hubs
- shops and supermarkets
- shopping centres
- auction houses
- premises providing hospitality
- post offices, banks, building societies, high-street solicitors and accountants, credit unions, short-term loan providers, savings clubs and money service businesses
- estate and lettings agents
- theatres
- premises providing personal care and beauty treatments
- premises providing veterinary services
- visitor attractions and entertainment venues
- libraries and public reading rooms
- places of worship
- funeral service providers
- community centres, youth centres and social clubs
- exhibition halls and conference centres
- public areas in hotels and hostels
- storage and distribution facilities
- You should also wear a face covering in indoor places not listed here where social distancing may be difficult and where you will come into contact* with people you do not normally meet.
- In situations where a Pinnacle colleague is meeting with a customer face-to-face in an enclosed space where social distancing is not possible, colleagues must wear a face covering for the duration of the meeting

- Face coverings are needed in NHS settings, including hospitals and primary or community care settings, such as GP surgeries. They are also advised to be worn in care homes.

* A 'contact' is a person who has been close to someone who has tested positive for COVID-19 anytime from 2 days before the person was symptomatic up to 10 days from onset of symptoms (this is when they are infectious to others). For example, a contact can be:

- people who spend significant time in the same household as a person who has tested positive for COVID-19
- sexual partners
- a person who has had face-to-face contact (within one metre), with someone who has tested positive for COVID-19, including:
 - being coughed on
 - having a face-to-face conversation within one metre
 - having skin-to-skin physical contact, or
 - contact within one metre for one minute or longer without face-to-face contact
- a person who has been within 2 metres of someone who has tested positive for COVID-19 for more than 15 minutes
- a person who has travelled in a small vehicle with someone who has tested positive for COVID-19 or in a large vehicle or plane near someone who has tested positive for COVID-19

In addition, your client may wish to implement additional controls. These should be discussed with the Contract Manager and **Section 9 completed accordingly**. These premises are likely to include, but not limited to, the following settings:

- Care and Support
- Independent living
- Sheltered accommodation
- Hostels
- NHS settings
- Joint Services

And the appropriate risk rating applied per setting

7.3	Disease / infections / cross infection	Revised Risk Rating PxS
	<ul style="list-style-type: none"> - All staff to be trained for the cleaning of treatment rooms. - Cleaning of rooms to be carried outside of Priority 1 period (i.e. between 1900h – 0730h) or after a suspected case of coronavirus - On entry to treatment room, staff to wear appropriate PPE. - Staff to follow techniques identified in corresponding method statement. - All wounds or cuts on hands are covered with waterproof dressing. - YELLOW disposable cloths to be used to carry out initial wipe of surface and secondary (damp wipe) of surface. - All wounds on exposed skin are suitably covered. - All disposable items to be placed into clinical waste sack prior to leaving treatment room - Staff to use hand gel after disposing of items. - Only use one mop and bucket per room. Each room must have a fresh / clean set of equipment - Staff to observe good hygiene standards at all times 	<p>3 x 4 = 12 Med</p>

	<ul style="list-style-type: none"> - Staff will be trained by BICSc accredited supervisor. - PPE for treatment room to include disposable apron and gloves. Masks are not necessary at this stage - If there are heavy contamination e.g. bodily fluids, masks must be worn - Staff to have anti-bacterial hand gel or wipes at all times. - Initial wipe cloths to be used on one surface and disposed of in clinical waste sack. - Secondary wipe cloths (damp) can be used on all surfaces to be use. - Used mops and buckets taken back to cleaners' store and cleaned as appropriate e.g. to correct temperature and kept separate from different colour coded items 	
7.4	<p>Sharps</p> <ul style="list-style-type: none"> - Service user is responsible for ensuring sharps are dealt with safely and accordingly. - Staff not to pick up any sharps – but alert others to hazards - Staff to remove sharps bins to clinical waste store - Pinnacle staff only to remove sharps bins once they have been double signed off by the service user. If Pinnacle staff find a sharp within a treatment area they will isolate and make a member of staff aware to safely remove the sharp. 	<p>Revised Risk Rating PxS</p> <p>1 x 4 = 4</p> <p>Low</p>
7.5	<p>Manual Handling</p> <ul style="list-style-type: none"> - Specific Manual handling assessment carried out for all one-off tasks presenting significant risk / for individuals with medical conditions etc. - Training given in correct lifting techniques. - Manual handling minimised as far as possible, broken down into smaller loads / assistance sought. - Appropriate footwear worn. - Mechanical lifting aids available (trolleys etc.) - Good housekeeping and workplace layout. - Good housekeeping to be maintained. - Floor surfaces unobstructed and slip free. 	<p>Revised Risk Rating PxS</p> <p>2 x 4 = 8</p> <p>Low</p>
7.6	<p>7.4 Cleaning using Equipment</p> <ul style="list-style-type: none"> - Training given in correct procedure for use of such equipment - Manual Handling Assessment carried out for use of floor buffer, vacuums etc. - All staff must be competent in using a floor buffer. 	<p>Revised Risk Rating PxS</p> <p>2 x 4 = 8</p> <p>Low</p>
7.7	<p>7.5 Use of electrical equipment</p> <ul style="list-style-type: none"> - Pre-use check conducted by users - Electrical equipment subject to regular safety inspection and test ('PAT') - Trailing leads kept to a minimum and made safe. Use extension leads and adaptors only where necessary. - Use nearest available socket to reduce need for extension leads 	<p>Revised Risk Rating PxS</p> <p>1 x 5 = 5</p> <p>Low</p>

	<ul style="list-style-type: none"> - Mains powered portable equipment to be protected by RCD in higher risk situations, e.g., equipment used outside or in wet conditions, and for equipment where there is a risk of cables being severed. - System for reporting faults and taking equipment out of service in place. 	
7.8	7.6 Chemical Safety	Revised Risk Rating PxS
	<ul style="list-style-type: none"> - Staff to be competent in the use of chemicals and must observe instructions within the Material Safety Data Sheet and COSHH Assessment. - No unauthorised persons should be allowed to use our chemicals. - Chemicals stored / used / transported appropriately and access restricted when in use. - Immediate cleaning up of any spillage - All containers clearly labelled 	2 x 3 = 6 Low
7.9	7.7 Slips, trips and falls	Revised Risk Rating PxS
	<ul style="list-style-type: none"> - All spillages to be dealt with immediately. - Wet floor signs to be used when appropriate - Dry mop floors after cleaning up initial spillage. - Appropriate footwear worn 	2 x 4 = 8 Low
7.10	7.8 Lone Working	Revised Risk Rating PxS
	<ul style="list-style-type: none"> - Ensure there is adequate lighting. - Carry out work during “closed” times e.g. when public doesn’t have access - Regular security checks by guards. - Challenging unknown visitors where safe to do so. - Notify manager of start time and when finished. Only agreed risk tasks to be undertaken, avoid high risk activities (e.g. working at height). 	3 x 4 = 12 Medium
7.11	7.9 Emergency Issues	Revised Risk Rating PxS
	<ul style="list-style-type: none"> - All staff to know first aiders and location of first aid kits. - All staff to be familiar with emergency / evacuation procedures - All staff to adhere to advice from emergency services - Staff to remain vigilant at all times and understand fire safety awareness. - First aiders to be available - Pinnacle Managers and staff to liaise with relevant health authority and adhere to official guidance given. - Managers to regularly assess and monitor situation. - Staff to wear appropriate PPE depending on advice given. - Staff to report any illness to manager. - Good hygiene standards observed at all times <ul style="list-style-type: none"> - Staff must remain extra vigilant during such times. - Managers and staff to abide by official briefings only e.g. Public Health England, local health authority, NHS, HPA and not to rely 	2 x 5 = 10 Medium

	on hearsay, gossip or scaremongering	
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7.12	Use of vehicles during coronavirus pandemic (if necessary)	Revised Risk Rating PxS
	<ul style="list-style-type: none"> - Wherever possible, we must observe the social distancing advice and one person per vehicle must be our standard position. - Each crew with their manager will need to complete the ‘site specific – vehicle sharing’ risk assessment for each vehicle. - No more than two people per vehicle and only if necessary - If any staff member has concerns regarding sharing a vehicle during the coronavirus outbreak, they must speak with their manager before the activity begins. - The use of face coverings should be considered unless a person is exempt or the wearing of one would impair the driver’s vision 	3 x 4 = 12

8	Are the existing control measures adequate?	
	If No : <i>go to 9</i>	If Yes: <i>go to 10</i>

9.1	Identify and list the additional control measures required for safe working using the following hierarchy: <ol style="list-style-type: none"> 1 Eradicate the hazard 2 Reduce the hazard 3 Isolate the hazard 4 Contain the hazard 	Please see section 7.2
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9.2	Local issues – restrictions and additional client controls (<i>Consider: Site/ Equipment & PPE /Employees /Specific issues</i>)	Revised Risk Rating PxS

10	Final risk rating	
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11	Risk assessment sheet completed	Have all relevant employees signed awareness sheet to say they have been informed/trained in controls
	Signed	Signed
	Date	Date
	Risk assessment sheet reviewed	Have all relevant employees signed awareness sheet to say they have been informed/trained in controls

Signed	Signed
Date 12/03/2021	Date
Risk assessment sheet reviewed	Have all relevant employees signed awareness sheet to say they have been informed/trained in controls
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