

Berkshire College of Agriculture Risk Assessment

Risk assessment number: RA.HAS.122 (Version 1)	Date: 6th Jan 2021
Author: Claire Conroy	Review date: ongoing

Title of activity or task: General and clinical activities on the asymptomatic lateral flow testing on site						
Who may this harm: <i>Tick all that apply</i>	All Staff: <input checked="" type="checkbox"/>	Department Staff: <input type="checkbox"/>	Learners: <input checked="" type="checkbox"/>	Contractors: <input type="checkbox"/>	Visitors: <input type="checkbox"/>	Members of the public: <input type="checkbox"/>

likelihood	certain	5	10	15	20	25
	very likely	4	8	12	16	20
	likely	3	6	9	12	15
	unlikely	2	4	6	8	10
	very unlikely	1	2	3	4	5
		Minor	First aid	injury	long term	fatality
	severity					

Calculation of risk levels:
1-4= Low Risk. Continue to monitor
5-12= Medium Risk. Some additional controls may be required
15-25= High Risk. Additional controls are required if this task is to go ahead

Description of hazard with possible outcomes	Existing controls <i>These will form SSOW & TBT</i>	Likelihood (Residual)	Severity (Residual)	L x S = Risk Level <i>See guide above</i>	Additional control measures <i>These will form SSOW & TBT</i>
Contact between staff and students increasing the risk of transmission of COVID19. Transmission of the virus leading to ill health or potential death	All subjects are to be advised in advance not to attend if they have any symptoms of COVID 19, or live with someone who is showing symptoms of COVID 19 or if they have returned within 14 days from a part of the world affected by the virus or have been in close contact with someone who is displaying symptoms. Not suitable for those who have tested positive within the last 90 days Requirement to wear face covering/mask to be reminded to all	1	4	4	Face masks: Prominent signage reminding attending subjects of the above to be displayed at the entrance to the building. Face coverings/masks to be worn by subjects at all times whilst on the premises

	<p>subjects in advance at time of test booking.</p>				<p>except for brief lowering at time of swabbing. Hand hygiene: All subjects to use hand sanitiser provided on arrival & adherence to this enforced by reception staff. Social distancing: Two metre social distancing to be maintained between subjects with measured floor markings in place to ensure compliance in addition to verbal reminders if necessary from reception, queue management & sampling staff. A one-way system through the building is to be initiated and maintained. Clearly marked in and out doors at all times. Compliance with this is to be ensured by queue management staff. Cleaning: Regular cleaning of the site including wipe down of all potential touchpoints in accordance with PHE guidance.</p>
<p>Contact between samples and sample testers increasing the transmission of COVID19:Transmission of the virus leading to ill health or potential death</p>	<p>Screens will be in place between the tester and the processing staff.</p> <p>The tester will swab themselves and place the fabric end of the swab in the vial containing the buffer solution</p>	1	4	4	<p>Processors will wear: Nitrile gloves to be used at all times when handling the extraction solution.</p> <p>Safety glasses with side shields</p> <p>Dispo aprons to be worn to protect the body from splashes or spillages. PPE to be changed at the beginning of every session, when a staff member returns from a break and or if it becomes contaminated/damaged. Gloves to be changed after each completed test.</p>

					Ensure that all PPE/LFT are disposed of in the correct clinical waste bin provided.
Extraction buffer solution which comes with the lab test kit contains the following components: NA ₂ HPO ₄ (disodium hydrogen phosphate), NaH ₂ PO ₄ (sodium phosphate monobasic), NaCl (Sodium Chloride)	No hazards anticipated under conditions of use as described in other product literature. This is the case for exposure to: eye, skin, inhalation, ingestion, chronic toxicity, reproductive and developmental toxicity, carcinogenicity, and medical conditions aggravated by exposure. Keep away from the students. Count bottles and return empty bottles	1	3	3	Number the bottles and return the empties. Environmental: do not let product enter drains Spillages: wipe surfaces which the solution has been spilt on and dispose of cleaning material in line with the lab's waste disposal procedures Do not use if the solution has expired Training to be provided in handling potentially biohazardous samples, chemicals and good lab practice.
Unauthorised access by members of the public. Theft of stock	Staff will not leave the room unattended. Room will be locked when not in use.	2	2	4	
Incorrect result communication. Wrong samples or miscoding of results	Two identical barcodes are issued at check in. The third is put on the registration card. Barcodes are attached by trained staff at the sample collection bay. Barcodes are checked at every station.	2	2	4	All staff supporting in the room are trained and practiced in the process. All processes will be audited on a regular basis and recorded on our Quality Management Plan . This will include: Training: Knowledge assessment at the end of on-line training- this is done as part of online training

					<p>A dry run as a team during mobilisation or on the first day</p> <p>Observing testing process: Daily/weekly clinical quality audits by site supervisor</p> <p>Monitoring Void rates and invalid test rates by day and by operator</p> <p>Recording errors</p> <p>Serious incident rates and escalation In addition to the internal incident management by the testing sites, all incidents that could potentially impact quality or safety of testing should be reported to DfE who will in turn escalate the issues to DHSC through the clinical governance process for mass testing.</p>
<p>Contact between staff and students increasing the risk of transmission of COVID19 while in the waiting room</p> <p>Transmission of the virus leading to ill health or potential death</p>	<p>The waiting room area will be for those waiting for the serial tests only.</p> <p>Serial testing is for staff and students who have been in close contact with another who has tested positive.</p> <p>26.01.2021 Currently suspended</p>	1	4	4	
<p>Anxiety of staff and students who will be tested leads to additional challenges for curriculum staff and Welfare Team</p>	<p>Communication will clear that these tests are not mandatory. Greeters are in place to talk the process through with anyone who feels nervous on the day.</p>	3	2	6	<p>Staff and students who are invited for serial testing will have to carry out a period of 10 day isolation if they opt out of serial testing.</p>

Health & Safety Sign Off: Draft version

Date: 06.01.2021