

Risk Assessment for COVID-19 Testing

This risk assessment must be reviewed to ensure it reflects our specific risks and controls.

Refers to NHS Test and Trace guidance on testing in schools and colleges described here: <https://www.gov.uk/guidance/asymptomatic-testing-in-schools-and-colleges>

Location of Testing Area:	Date Assessed:	Assessed by:
Task/Activity: Lateral Flow Device (LFD) testing spaced three to five days apart for students		Reference Number:

			Risk rating before implementing control measures						Risk rating after implementing control measures			
Activity/Task	Hazard/Risk	Persons at Risk	Likelihood (1-5)	Severity (1-5)	Risk/Priority	Control Measures in Place	Likelihood (1-5)	Severity (1-5)	Risk/Priority	Additional Control Measures Required		
Contact between queuing subjects increasing the risk of transmission of COVID-19	Transmission of the virus between people waiting for test	Students Testing staff	4	5	20	<p>Asymptomatic: All subjects are to be advised in advance not to attend if they have any symptoms of COVID-19, live with someone who is showing symptoms of COVID-19 (including a fever and/or new persistent cough), have returned within 10 days from a part of the world affected by the virus, or have been in close contact with someone who is displaying symptoms.</p> <p>Face masks: Face coverings/masks must be worn by subjects at all times except for brief lowering at time of swabbing.</p> <p>Hand hygiene: All subjects to use hand sanitiser.</p>		4		<p>System in place to maintain social distancing of student group and bubbles during the testing process.</p> <p>Training for staff involved in process to understand roles and responsibilities and risks in test area, including use of PPE.</p> <p>Students to be given clear instructions on how the process will work.</p>		

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						<p>Social distancing: Two-metre social distancing to be maintained between subjects.</p> <p>A one-way flow of subjects through the designated space is to be maintained at all times.</p> <p>Cleaning: Regular cleaning of the site, including wipe down of all potential touchpoints.</p> <p>No physical handing of documents to subjects except barcodes and test kits for subjects.</p>						
Contact between subject and processor increasing the transmission of COVID-19: Sample taking	Transmission of the virus between persons	Students Testing staff	4	5	20	<p>Face masks: Face coverings/masks must be worn by subjects at all times except for brief lowering at time of swabbing.</p> <p>Procedure: Subject carries out swabbing themselves whilst supervised by processor. Guidance on carrying this out is available on GOV.UK.</p> <p>PPE: Processor wears suitable PPE:</p>		5		<p>Training so that all staff are clear on their role and process and certificates held.</p> <p>Regular changing of PPE.</p> <p>Regular cleaning of the site.</p> <p>COVID Register maintained.</p>		

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						<ul style="list-style-type: none"> Fluid-resistant (type 11R) surgical mask; Disposable gloves (changed after each sample); Disposable plastic apron; and Eye protection (goggles or visor as per individual preference). <p>Testing assistant wears:</p> <ul style="list-style-type: none"> Fluid-resistant (type 11R) surgical mask; and Disposable gloves. <p>Training: All staff involved with testing are trained in line with guidance found here.</p> <p>Cleaning: Regular cleaning of the site, including wipe down of all potential touchpoints.</p>				Students with positive tests will take a PCR test and follow isolation guidance.
Contact between samples and sample testers increasing the transmission of COVID-19: Sample	Transmission of the virus between persons	Testing staff	4	5	20	<p>PPE: Processor wears the following PPE:</p> <ul style="list-style-type: none"> Fluid-resistant (type 11R) surgical mask; Disposable gloves (changed after each sample); Disposable plastic apron; and 		5		<p>Training so that all staff are clear on their role.</p> <p>Regular changing of PPE.</p> <p>Regular cleaning of the site.</p>

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processing and analysis						<ul style="list-style-type: none"> Eye protection (goggles or visor as per individual preference). <p>Testing assistant wears:</p> <ul style="list-style-type: none"> Fluid-resistant (type 11R) surgical mask; and Disposable gloves. <p>Training: Staff involved with testing are trained in line with guidance found here.</p> <p>Cleaning: Regular cleaning of the site, including wipe down of all potential touchpoints.</p>				COVID Register maintained.
Contact between samples and sample testers increasing the transmission of COVID-19: Sample disposal and waste disposal	Transmission of the virus between persons as a result of handling contaminated waste	Testing staff Cleaning staff	4	5	20	<p>PPE: Processor wears appropriate PPE:</p> <ul style="list-style-type: none"> Fluid-resistant (type 11R) surgical mask; Disposable gloves (changed after each sample); Disposable plastic apron; and Eye protection (goggles or visor as per individual preference). <p>Testing assistant wears:</p>		5		<p>Clinical waste should be disposed of in line with clinical waste requirements.</p> <p>Site Team to follow waste collection protocols and assign secure waste holding areas for waste collection. Sufficient waste disposal areas in test centre correctly labelled.</p>

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						<ul style="list-style-type: none"> Fluid-resistant (type 11R) surgical mask; and Disposable gloves. <p>Training: Staff involved with testing are trained in line with guidance found here.</p> <p>Cleaning: Regular cleaning of the site, including wipe down of all potential touchpoints.</p>						
Incorrect result communication	Transmission of the virus between persons	Students Others in close contact	4	5	20	Two identical barcodes are provided to subject at check in. The subject registers their details to a unique ID barcode before conducting the test.			5		Support provided to students during registration process to ensure accurate.	
Damaged barcode, lost LFD, failed scan of barcode	Orphaned record on registration portal and no result communicated to individual	Tested person	2	5	10	Rule-based recall of subjects who have not received a result within eight hours of registration. Subjects are called for a retest.			5		Checking that all results have been uploaded and Trace and Trace have no gaps in data.	
Use of shared equipment	Transmission of the virus	Testing staff Students	4	5	20	Staff undertaking testing do not share equipment.			5		Processing areas will be isolated by processor so no cross contamination.	

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						Hand hygiene and protective gloves worn.								
Usage of home self-swab testing kits by staff twice per week	Incorrect usage leading to further health complications	Staff	3	3	9	Staff communication given for usage. https://www.gov.uk/government/publications/testing-for-coronavirus-at-home https://www.gov.uk/government/publications/testing-for-coronavirus-at-home/covid-19-home-test-step-by-step-guide-adults-and-children				3		Staff with a Positive LFD test result will self-isolate and arrange a PCR test.		

Risk/Priority Indicator Key

Likelihood
1. Improbable / very unlikely
2. Unlikely
3. Even chance / may happen
4. Likely
5. Almost certain / imminent

Severity (Consequence)
1. Negligible (delay only)
2. Slight (minor injury / damage / interruption)
3. Moderate (lost time injury, illness, damage, lost business)
4. High (major injury / damage, lost time business interruption, disablement)
5. Very High (fatality / business closure)

RISK / PRIORITY INDICATOR MATRIX						
LIKELIHOOD	5	5	10	15	20	25
	4	4	8	12	16	20
	3	3	6	9	12	15
	2	2	4	6	8	10
	1	1	2	3	4	5
		1	2	3	4	5
		SEVERITY (CONSEQUENCE)				

Summary		Suggested Timeframe
12-25	High	As soon as possible
6-11	Medium	Within the next three to six months
1-5	Low	Whenever viable to do so