



## COVID19 – Risk Assessment - Visiting

Type of hazard?	Persons exposed	Controls in place
Spread of COVID-19	Employees, residents, visitors	<p><b>No visiting access unless home is COVID-19 free:</b></p> <p><i>Any confirmed cases within the home necessitate immediate closure of the home to visitors for 14 days.</i></p> <p><i>Any suspected cases within the home necessitate immediate closure of the home to visitors. Testing for those who are symptomatic is requested immediately and home does not reopen for visitors until results of the test are returned and a discussion has taken place with David Morgan, Director of Operations.</i></p> <p><b>Clear preparation and practice runs:</b></p> <p><i>All homes have submitted a proposal to head office and the trustees ensuring that set criteria are met. Proposals were changed as necessary, re-submitted and signed off by head office and the trustees once assurance was given of suitability.</i></p> <p><i>All homes submitted photographs of proposed visiting 'pods' to check suitability.</i></p> <p><i>All homes have completed multiple 'walk throughs' and then trial run(s) ensuring that all noted actions were rectified before homes opened for visits.</i></p> <p><b>Symptomatic visitors denied access to home:</b></p> <p><i>All visitors will be asked if they are experiencing any of the main symptoms of COVID-19 which are currently:</i></p> <ul style="list-style-type: none"><li><i>• A new, continuous cough</i></li><li><i>• Loss or change to your sense of smell or taste</i></li><li><i>• High temperature</i></li></ul> <p><i>Staff will observe visitors for cold and flu type symptoms. If any are observed, access will be denied.</i></p> <p><i>In addition to this, all visitors will have their temperature checked before leaving their car. Anyone with a temperature of 37.8 or above will not be granted access to the home and will be asked to leave and isolate for the appropriate period of time.</i></p>



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		<p><b>Appropriate visitors:</b></p> <p><i>Anyone who should be self-isolating, including those who have been identified as a contact of a positive case under the NHS test, track and trace strategy are not permitted access to the home.</i></p> <p><i>Those in the vulnerable groups who are shielding will not be granted access.</i></p> <p><b>Handwashing:</b></p> <p><i>Public Health England have provided the guidance below on handwashing. All visitors will be directed to the handwashing facilities designated specifically to them and will be asked to use them before they enter the pod or immediately on arrival to the pod.</i></p> <ul style="list-style-type: none"><li><i>Wash your hands more often than usual, for 20 seconds using soap and water, particularly after coughing, sneezing and blowing your nose, or after being in public areas where other people are doing so.</i></li><li><i>To reduce the spread of germs when you cough or sneeze, cover your mouth and nose with a tissue, or your sleeve (not your hands) if you don't have a tissue, and throw the tissue away immediately. Then wash your hands.</i></li></ul> <p>For more information go to: <a href="https://www.gov.uk/government/news/public-information-campaign-focuses-on-handwashing">https://www.gov.uk/government/news/public-information-campaign-focuses-on-handwashing</a></p> <p><b>Entry to the building:</b></p> <p><i>Specific parking bays have been designated for all visitors. A staff member will be present for the entire time that a visitor is in the grounds of the home and will ensure that they access the home appropriately. All external doors have had the codes changed ensuring that the only access for visitors to the home is through the designated visitor door.</i></p> <p><i>The entry route to the building for all visitors is checked daily and cleared if necessary. As all visitors will be accompanied by a staff member it will be checked on every visit and necessary arrangements can be made immediately if needed.</i></p>
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		<p><b>Number of visitors:</b></p> <p><i>Visiting is restricted to two people at any one time. Both visitors must be from the same household. Young children are discouraged from visiting due to the difficulty of maintaining social distancing.</i></p> <p><i>A strict booking appointment system is in place with 30 minute gaps between visits to ensure no cross-contamination between visitors. All visitors have been advised that they are not to arrive early to their appointment and that no appointments can be extended to ensure social distancing can be met and our risk mitigation is not compromised.</i></p> <p><b>PPE:</b></p> <p><i>All relevant PPE is provided for the visitors including gloves, aprons and masks to wear if and when appropriate.</i></p> <p><i>Staff members assisting the visitors from their cars to the visiting pod will wear appropriate PPE including face masks. They have been instructed to maintain social distancing of 2 metres whenever possible.</i></p> <p><b>Cleaning:</b></p> <p><i>A 30 minute time-frame is incorporated into the visiting regime enabling the visiting pod to be thoroughly cleaned between each visit. All touch surfaces (including the physical barrier) will be wiped with an appropriate disinfectant (Hypochloride solution at 1,000ppm strength or Milton.)</i></p> <p><i>A bin is provided in the pod and will be emptied after each visit.</i></p> <p><i>Access will not be granted to the next set of visitors until management are content that the area has been cleaned thoroughly.</i></p> <p><b>Social distancing:</b></p> <p><i>A physical barrier is in situ ensuring that physical contact cannot be made during the visit.</i></p> <p><i>No food or drink is to be shared.</i></p> <p><i>Relatives have been discouraged to bring any items such as gifts or flowers. If food is brought by visitors as a gift this needs to be restricted to sealed, wipeable products which do not require refrigeration.</i></p>
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		<p><b>Constant reviews:</b></p> <p><i>All homes will review the visiting process on a visit to visit basis and thoroughly with head office after two weeks. Any new measures that will need to be incorporated are to be immediately actioned.</i></p> <p><i>If, at any point, it is felt that the potential for harm is too great for the visit to be granted the colleagues on duty have the absolute right and authority to deny access and to cancel bookings. Changes to the intended plans must be communicated with head office at the earliest opportunity.</i></p>
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Risk level before mitigating measures introduced: likelihood = very likely, injury = death. Total: 20

Risk level after mitigating measures in place: likelihood = unlikely, injury = death. Total: 10.

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