

 Feidhmeannacht na Seirbhíse Sláinte Health Service Executive	<h1>Health &amp; Safety Risk Assessment Form</h1>		
<b>Ref: CF:004:01</b>	<b>RE: Biological Agents Risk Assessment Form</b>		
<b>Issue date:</b>	July 2018	<b>Review date:</b>	January 2019
<b>Author(s):</b>	National Health and Safety Function		
<b>Legislation:</b>	Under the Safety, Health and Welfare at Work (Biological Agents) Regulations, 2013, the risks associated with exposure to biological agents in the workplace must be assessed. All risk assessments must be in writing and control measures necessary to eliminate or minimise the risks documented and implemented.		
<b>Note:</b>	<p><i>It is responsibility of local management to implement any remedial actions identified.</i></p> <p><i>To assist in carrying out the risk assessment an explanatory note on completing a Biological Agents Risk Assessment is included.</i></p>		

## Biological Agents Risk Assessment Form

<b>Administrative Area:</b> Midlands Louth Meath CHO	<b>Primary Risk Category:</b> Infection control
<b>Location:</b> Drogheda services for Older People	<b>Secondary Risk Category:</b> Residents
<b>Section /Ward / Dept:</b> St Mary's Hospital	<b>Tertiary Risk Category:</b> Staff
<b>Date of Assessment:</b> July 2018	<b>Name of Risk Owner (BLOCKS)</b> SEAMUS MCCAUL
<b>Source of Risk:</b>	<b>Signature of Risk Owner:</b>
<b>Unique ID No:</b> 011	

HAZARD & RISK DESCRIPTION	IMPACTS/VUNERABILITIES	EXISTING CONTROL MEASURES	ADDITIONAL CONTROLS REQUIRED	PERSON RESPONSIBLE FOR ACTION	DUE DATE
Direct patient contact/patient care		<ol style="list-style-type: none"> <li>1. Infection Prevention and Control Guidelines Hse DNE Community infection prevention and control Nov 2011 are available in the Departments in hard copy</li> <li>2. Orientation Course for new staff informs personnel of Infection Control Guidelines</li> <li>3. Guidelines can be accessed by all staff</li> <li>4. Support documentation available for relatives, visitors and contractors when required (MRSA Hep B &amp; C are available</li> <li>5. Canteen facilities available for all staff</li> <li>6. There are toilet/changing facilities available</li> <li>7. Hand hygiene guidelines 2015 are implemented</li> <li>8. There is access to Hand Gels and disinfectants.</li> </ol> <p><b>Training</b></p> <ul style="list-style-type: none"> <li>• Staff receive training on induction and when a biological agent is identified in the department staff are advised to</li> </ul>		PIC	Review: January 2019

		<p>report an appropriate person and refer to Community Infection Control manual 2011 HSE NE to take recommended action and minimise the risk of cross infection</p> <ul style="list-style-type: none"> <li>• Information and consultation with staff occurs on a frequent basis in relation to infection control and PPE</li> <li>• Regular training in Hand Hygiene and Standard Precautions is given. Mandatory attendance every 2 years</li> <li>• Hygiene standards are rigorously applied as per appropriate to community settings</li> <li>• PPE is available and used when required</li> <li>• Staff identify incidents and are aware of procedure for reporting incidents and the prevention of incidents</li> </ul> <p><b>Work Clothing</b></p> <ul style="list-style-type: none"> <li>• Contaminated clothing can be removed before leaving the facility</li> <li>• Staff are advised to change into uniform outside of the facility on lunch breaks etc.</li> <li>• Contaminated clothing can be secured in plastic bag and kept separately from other clothing</li> <li>• Shower facilities are available in changing area to wash if skin becomes contaminated</li> </ul> <p><b>Personal Protective Equipment</b></p> <ul style="list-style-type: none"> <li>• PPE provided is suitable for the required tasks</li> <li>• All PPE is located in the store room.</li> </ul> <p><b>Vaccinations</b></p> <ul style="list-style-type: none"> <li>• All new employees are offered appropriate vaccinations relating to their area of work</li> <li>• Existing employees can access advice from Occupational Health if they have exposure concerns on Telephone No 041 6857811</li> <li>• Records of staff vaccinations are held in Occupational Health</li> </ul> <p><b>Health Surveillance</b></p> <ul style="list-style-type: none"> <li>• Limited Health Surveillance is available</li> </ul>			
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		<ul style="list-style-type: none"><li>Records of health surveillance are kept in Occupational Health Dept.</li></ul> <p><b>Cross Infection</b></p> <ul style="list-style-type: none"><li>A procedure is in place to deal with spillage of blood and body fluids. (Community Infection Prevention and Control Manual HSE NE Nov 2011 page 28 3.1.8).</li><li>Standard Precautions Education is given.</li><li>Monitoring of compliance go guidelines is carried out by Infection Control, Staff and Managers.</li><li>Community Infection Prevention and Control Manual page 29 part 3.1.19 gives clear steps on the procedure to follow in the event of Staff exposure to blood and body fluids. Guidelines situation in the ward office. Posters are displayed in clinical areas. Staff informed of Guidelines on induction and encouraged to refer to them when appropriate.</li></ul> <p><b>Cross Infection (Control is for exposure to sharps)</b></p> <ul style="list-style-type: none"><li>Community Infection Prevention and Control manual HSE NE 2011 outlines safe handling and disposal of sharps. Page 30 Part 3.1.10</li><li>Staff informed of guidelines on induction and encouraged to refer when appropriate.</li><li>In the events of a sharps injury staff follow the Infection Prevention and Control Manual HSE NE 2011 part 3.1.19</li></ul>				
INITIAL RISK			RESIDUAL RISK			STATUS
Likelihood	Impact	Initial Risk Rating	Likelihood	Impact	Residual Risk Rating	
possible	High	15	possible	moderate	9	

# Biological Agents Risk Assessment Form

<b>Administrative Area:</b> Midlands Louth Meath CHO	<b>Primary Risk Category:</b> Infection control
<b>Location:</b> Drogheda Services for Older People	<b>Secondary Risk Category:</b> Residents
<b>Section /Ward / Dept:</b> St. Mary's Hospital	<b>Tertiary Risk Category:</b> Staff
<b>Date of Assessment:</b> July 2018	<b>Name of Risk Owner (BLOCKS)</b> SEAMUS MCCAUL
<b>Source of Risk:</b>	<b>Signature of Risk Owner:</b>
<b>Unique ID No:</b> 012	

HAZARD & RISK DESCRIPTION	IMPACTS/VUNERABILITIES	EXISTING CONTROL MEASURES	ADDITIONAL CONTROLS REQUIRED	PERSON RESPONSIBLE FOR ACTION	DUE DATE
Handling of Soiled Linen  Potential exposure to group 2 and 3 biological agents.  Exposure to blood and Body Fluids.  Exposure to Sharps		<p><b>Cross Infection</b>                      Community Infection Prevention and Control Manual 2011 page 31 part 3.1.11 procedure for management of linen.                      Staff are familiar with these procedures                      Guidelines are implemented by all staff                      In the event of a sharps injury staff follow the community Prevention and Control manual HSE NE 2011 part 3.1.19 and Local Policy "Policy in the Event of a Needle Stick Injury"</p> <p><b>Vaccination</b>                      All new employees are offered appropriate vaccinations relating to their area of work.                      Existing employees can access advice from Occupational health if they have exposure concerns.                      Records of staff vaccinations are held in Occupational Health.</p> <p><b>Training</b>                      Staff receive training and information on potential risks to health when handling soiled linen</p>			Review: January 2019

# Biological Agents Risk Assessment Form

		<p>Regular training in Hand Hygiene and Standard Precautions is given.</p> <p>Hygiene standards are rigorously applied</p> <p>PPE is available and used when required</p> <p>Staff identify incidents and are aware of procedure for reporting incidents and the prevention of incidents.</p> <p><b>Work Clothing</b></p> <p>Contaminated clothing can be removed before leaving the facility.</p> <p>Contaminated clothing can be secured in plastic bag and kept separately from other clothing</p> <p>Shower facilities are available in staff</p> <p>Staff changing room to wash if skin becomes contaminated.</p> <p><b>PPE</b></p> <p>PPE provided is suitable for the required tasks (Gloves &amp; Aprons)</p> <p>All PPE is stored in the store room</p> <p>Appropriate PPEs placed in all clinical areas. (on holders)</p>				
INITIAL RISK			RESIDUAL RISK			STATUS
Likelihood	Impact	Initial Risk Rating	Likelihood	Impact	Residual Risk Rating	
possible	High	15	possible	moderate	9	possible

# Biological Agents Risk Assessment Form

<b>Administrative Area:</b> Midlands Louth Meath CHO	<b>Primary Risk Category:</b> Infection control
<b>Location:</b> Drogheda Services for Older People	<b>Secondary Risk Category:</b> Residents
<b>Section /Ward / Dept:</b> St Mary's Hospital	<b>Tertiary Risk Category:</b> Staff
<b>Date of Assessment:</b> July 2018	<b>Name of Risk Owner (BLOCKS)</b> SEAMUS MCCAUL
<b>Source of Risk:</b>	<b>Signature of Risk Owner:</b>
<b>Unique ID No:</b> 013	

HAZARD & RISK DESCRIPTION	IMPACTS/ VUNERABILITIES	EXISTING CONTROL MEASURES	ADDITIONAL CONTROLS REQUIRED	PERSON RESPONSIBLE FOR ACTION	DUE DATE
<p><b>Handling and Disposal of Healthcare Risk Waste. Including, dressings and sharps.</b></p> <p>Potential exposure to group 2 and 3 biological agents.</p> <p><b>Exposure to sharps and exposure to body fluids.</b></p>		<p><b>Cross infection</b></p> <p>(Handling and Disposal of Healthcare Risk Waste) Waste Management is managed in accordance with the Regional HSE DNE1 Guidelines for the Management of Clinical Risk Wastes In Non Acute Facility Settings 2014 Infection Prevention and Control Guidelines includes Segregation packaging storing and transport of waste.</p> <p><b>Vaccination</b></p> <p>All new employees are offered appropriate vaccinations relating to their area of work. Existing employees can access advise from Occupational Health if they have exposure concerns Records of staff vaccinations are held in Occupational Health.</p> <p><b>Training</b></p> <p>Staff receive training and information on potential risks to health of handling and disposal of</p>			Review: January 2019

# Biological Agents Risk Assessment Form

		<p>healthcare risk waste Training in Hand Hygiene and Standard Precautions is given. Hygiene standards and Waste Guidelines are applied and monitored by audit ? Staff identify incidents and are aware of procedure for reporting incidents and the prevention of incidents.</p> <p><b>Work Clothing</b> Contaminated clothing can be removed before leaving the Hospital. Contaminated clothing can be secured in plastic bag and kept separately from other clothing Shower facilities have been upgraded and are available in Staff Changing rooms to wash if skin becomes contaminated.</p> <p><b>PPE</b> PPE provided is suitable for the required tasks (boots, gloves, jackets) All PPE is stored in the maintenance dept. Appropriate PPEs placed in all clinical areas.</p>				
INITIAL RISK			RESIDUAL RISK			STATUS
Likelihood	Impact	Initial Risk Rating	Likelihood	Impact	Residual Risk Rating	
possible	High	15	possible	moderate	9	



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<b>Administrative Area:</b> Midlands Louth Meath CHO	<b>Primary Risk Category:</b> Infection control
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<b>Section /Ward / Dept:</b> St. Mary's Hospital	<b>Tertiary Risk Category:</b> Staff
<b>Date of Assessment:</b> July 2018	<b>Name of Risk Owner (BLOCKS)</b> SEAMUS MCCAUL
<b>Source of Risk:</b>	<b>Signature of Risk Owner:</b>
<b>Unique ID No:</b> 014	

HAZARD & RISK DESCRIPTION	IMPACTS/ VULNERABILITIES	EXISTING CONTROL MEASURES	ADDITIONAL CONTROLS REQUIRED	PERSON RESPONSIBLE FOR ACTION	DUE DATE
<p>Cleaning environment/ decontamination of equipment after use.</p> <p>Potential exposure to group 2 and 3 biological agents.</p>		<p><b>Cleaning environment / decontamination of equipment after use</b></p> <p>Community Infection Prevention and Control manual HSE NE 2016 – 2019 onwards Procedure for decontaminating equipment is available to all staff. Staff are familiar with these procedures and can access Community Infection Control manual when required and are available in each ward area Guidelines are implemented by all staff.</p> <p><b>Vaccination</b></p> <p>All new employees are offered appropriate vaccinations relating to their area of work. Existing employees can access advice from Occupational Health if they have exposure concerns. Records of staff vaccinations are held in Occupational Health.</p> <p><b>Health Surveillance</b></p> <p>Limited Health Surveillance is available. Records of health surveillance are kept in Occupational Health Dept.</p>			Review: January 2019

# Biological Agents Risk Assessment Form

		<p><b>Training</b>  Staff receive training and information on potential risks to health of handling contaminated equipment and contaminated environment  Regular training in Hand Hygiene and Standard Precautions is given.  Hygiene standards are rigorously applied  PPE is available in clinical areas and used when required  Staff identify incidents and are aware of procedure for reporting incidents and the prevention of incidents.</p> <p><b>Work Clothing</b>  Contaminated clothing can be removed before leaving the Hospital.  Contaminated clothing can be secured in plastic bag and kept separately from other clothing  Shower facilities have been upgraded and are available in Staff changing room to wash/shower, if skin becomes contaminated.</p> <p><b>PPE</b>  PPE provided is suitable for the required tasks (gloves, aprons, rubber boots, masks and visors)  All PPE is stored in the store room  Appropriate PPEs placed in holders all clinical areas  PPE usage is monitored by ICNs and CNMs.</p>				
INITIAL RISK			RESIDUAL RISK			STATUS
Likelihood	Impact	Initial Risk Rating	Likelihood	Impact	Residual Risk Rating	
possible	High	15	possible	moderate	9	

# Biological Agents Risk Assessment Form

## Explanatory Notes on completion of a Biological Agents Risk Assessment.

Employers are required to identify the biological agent to which employees are, or maybe, exposed. They must assess the risk, making use of the list of biological agents, their classification, containment levels and measures provided for in the *2013 Code of Practice for Safety, Health and Welfare at Work (Biological Agents) Regulations, 2013* and proceed in accordance with the remaining Regulations where appropriate.

HAZARD & RISK DESCRIPTION			IMPACT	EXISTING CONTROL MEASURES	ADDITIONAL CONTROLS REQUIRED	PERSON RESPONSIBLE FOR ACTION	DUE DATE
<p>Describe the <b>activity</b> being undertaken and the frequency of exposure.</p> <p>Identify the <b>hazard</b> i.e. Biological Agent(s), their Classification and the route of exposure. Refer to the 2013 Code of Practice for the Safety, Health &amp; Welfare at Work (Biological Agents) Regulations 2013</p> <p>Identify <b>number &amp; category of employees</b> who might be affected.</p> <p>Describe the <b>associated risk</b>.</p> <p>E.g. Risk of infection from potential exposure to Hep B, Hep C or HIV to nursing staff through inoculation when giving injections on a daily basis.</p>			<p>Refer to Impact Table as per the HSE Risk Assessment Tool, and enter the impacts &amp; vulnerabilities that the risk has on employees, Service users &amp; the Organisation</p>	<p>Detail the existing control measures taking account of Schedule 2, 3, 4 &amp; 5 of the Safety, Health and Welfare (Biological Agents) Regulations 2013, and Schedule 2, 3 &amp; 4 of the Code of Practice 2013.</p> <p>When examining the existing control measures, consider their adequacy, method of implementation and level of effectiveness in eliminating or minimising risk to the lowest reasonably practicable level.</p>	<p>Detail the measures necessary to eliminate or further reduce the level of risk. Consider the hierarchy of controls: elimination/substitution /engineering/ administrative/PPE.</p> <p>Consider the interim and long term measures.</p>	<p>Enter the name of the person responsible for implementation of each additional control measure.</p>	<p>Enter the date by which implementation of the additional controls to mitigate the risk are due.</p>
INITIAL RISK			RESIDUAL RISK			Status	
Likelihood	Impact	Initial Risk Rating	Likelihood	Impact	Residual Risk Rating		
Possible	High	15	possible	moderate	9		