



Specialist Autism Services

# Covid-19 Reducing the risk of Transmission of respiratory illnesses, specifically Covid 19- Building Based Support

All sites

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## FURTHER INFORMATION

This risk assessment should be read in conjunction with:

- Covid-19 Organisational Risk Assessment
- Covid-19 Members' Individual Risk Assessments
- Covid-19 Staff Individual Risk Assessments
- Covid-19 Activity Risk Assessments
- Outreach Risk Assessments (where applicable)

# INTRODUCTION

**Organisation:** Specialist Autism Services

**Location:** All sites

**Activity:** Working safely on-site during COVID-19 (Coronavirus)

**Responsible Manager/s:** Linda Langstaff, Bradford-Sadie Bateman, Joel Hart, Enna Sharif, Leeds-Lucy Struthers, Peter Chambers, Lauren Gardner, Shipley- Naomi Garrity, Lucy Middlebrook, Lindsay Quek-Richards

**Assessment By:** Janet Bean – Director of Operations

**Version 1:** 20/08/2020

**Version 2:** 29/09/2020

**Version 3:** 09/10/2020

**Version 4:** 03/03/2021

**Version 5:** 28/05/2021

**Version 6:** 21/01/22

**Version 7:** 15/03/22

**Version 8:** 10/05/22

**Review Frequency:** As necessary in line with changes in guidance/increase in transmission rates.

## OVERVIEW:

Whilst Coronavirus hasn't disappeared the restrictions have ended for the general public. Due to the take up of the vaccinations and boosters, increased immunity, the additional provision of LFD tests and antiviral medication for those at higher risk of serious illness from coronavirus virus, alongside staffs increased knowledge of infection prevention and control, it is now possible to return to a more normal way of delivering our service.

There is new guidance for adult social care providers and their staff to follow and this includes routine testing, rapid response testing and isolation periods for staff who test positive to covid.

Good standards of cleaning and hygiene, adequate ventilation and staying at home when people are poorly are necessary to stop the spread of all respiratory infections and will continue to be adopted. Training and information will continue to be provided.

## RISK ASSESSMENT - POTENTIAL TRANSMISSION OF COVID-19

What are the hazards?	Who might be harmed and how?	Evaluate the risks. What are we doing already?	What further action is necessary?	Action by whom?	Action by when?	Complete? Y/N
<b>Potential transmission of COVID-19</b>	Members Staff	<b>Visitors-</b> Visits are by appointment only.				Y
	Visitors Volunteers	Visitor poster outlines expectations to not enter if ill, if have symptoms or if tested positive to Covid-19, all visitors must wear an IIR mask for the duration of the visit, sanitise hands on entry and exit and throughout the visit, and comply with good hygiene Catch It-Kill It- Bin It. Visitor Poster displayed in reception areas Visitor Poster – See additional documents				Y
	Visitors may contract the virus. Those who are at higher risk of serious illness may become seriously unwell and, in some cases, it may be fatal	<b>Ventilation-</b> Adequate ventilation is provided				Y
		<b>Hand hygiene-</b> All staff, volunteers, counselling clients and members sanitise/wash their hands on entry and exit and regularly throughout the day. Prompts are provided to members and counselling clients where necessary.				Y
		<b>PPE-</b> Staff continue to wear an IIR mask when indoors -on site, at indoor venues, in member’s homes when delivering outreach, when transporting members and when using public transport for work purposes. Additional PPE is used for personal care tasks. PPE Quick Guide is updated PPE Quick Guide – See additional documents				Y
		<b>Government advice for members and counselling clients (general public)-</b>				Y

	<p>Members and Clients are advised to wear a mask/face covering when indoors, and using public transport, to wash/sanitise hands regularly (on entry, when leaving and throughout the day) and cough or sneeze into a tissue, put it in the bin and wash their hands (Catch it- Kill it- Bin it) to stay at home when poorly. This is not mandatory but good practice.</p> <p>Letter sent</p>				
	<p><b>Vaccinations and boosters-</b> Staff, volunteers, counselling clients and members have been offered vaccinations and boosters, take up has been very good.</p>				Y
	<p><b>Cleaning-</b> Cleaning regime includes regular disinfection of frequently touched objects and shared items/equipment.</p>				Y
	<p><b>Members and Counselling clients who are at higher risk of serious illness from coronavirus-</b> Have a risk assessment conducted and are supported to maintain their distance from others particularly those who are not wearing a mask indoors, are advised to wear an IIR mask if able, not to touch their face and increase hand hygiene. They have been offered vaccinations, and boosters and should have been contacted by the NHS to say they are entitled to antiviral medication and test kits, information provided- letter sent. Staff aware of higher risk members and are available to support. Information sent.</p>				Y
	<p><b>Staff and volunteers who are at higher risk of serious illness from coronavirus-</b> Have a risk assessment conducted and are to maintain their distance from others where possible particularly those who are not wearing a mask indoors, are advised to wear an IIR mask if able, not to touch their face and increase hand hygiene. They have been offered vaccinations, and boosters and should have been contacted by the NHS to say they are entitled to antiviral medication and test kits, information provided- letter sent. Staff aware.</p>				Y

	<p><b>Training-</b> Staff have received IPC, Donning and Doffing and Covid essentials Training and have annual refreshers.</p>				Y
	<p><b>Information communication-</b>   <b>Staff</b> are informed of their responsibilities and any changes to guidance by email and are consulted on these changes in daily staff meetings.   <b>Members</b> are sent letters regarding any proposed changes and are consulted on any changes by staff in workshops and during the member's consultation meetings.</p>				Y
	<p><b>Symptoms on site-</b>  Members, staff, volunteers and counselling clients showing symptoms on site will be asked to wear an IIR mask and to leave using private transport if possible. The area will then be cleaned by staff, to break the chain of infection. Staff follow 'Staff with symptoms- testing regime' below.</p>				Y
	<p><b>Staff routine testing-</b> Staff are taking twice weekly LFD tests 3-4 days apart before they begin work as per guidance for day services.</p>				Y
	<p><b>Staff Routine testing with LFD tests within 90 days of a prior positive test-</b> If a staff member has returned to work after testing positive for COVID-19, they should resume routine LFD testing, even if this is within 90 days of the positive COVID-19 test result.</p>				Y
	<p><b>Staff rapid response testing, following 1 positive case-</b> Staff should conduct daily rapid LFD testing every day that they are working, for 5 days. Only the staff working in the setting over the rapid response testing period need to be tested; those not working during this period do not need to be tested.</p>				Y

	<p><b>Staff with symptoms-Testing regime</b>          Must go home/stay at home and take an LFD test and another 48 hours later, if both are negative, they can return to work. Staff members who receive a negative result and remain without symptoms can continue working. Staff can return to work if they are no longer unwell, and they do not have a high temperature.</p>				Y
	<p><b>Staff who test positive-</b>          Must report to their line manager, stay at home and take another test 48 hours later if both tests are positive, they must take another test on days 5 and 6, if they are negative, they can return. A risk assessment will be conducted as to who they can work with until day 10.</p>				Y
	<p><b>Manager reporting procedure of positive test results-</b>          Managers must report all positive results (staff/member/counselling client) immediately to Janet Bean-Director of Operations, update the covid tracker and inform all <b>staff to begin conducting daily LFD tests for the next 5 consecutive days.</b></p>				Y
	<p><b>When to contact your HPT (or local public health response contact)</b>          Directors/appointed managers will immediately inform the local authority infection prevention and control team to notify them <b>after receiving 2 or more linked positive COVID-19 results in the same setting within a 14-day period.</b> We may be advised that additional testing outside of the 'rapid response testing' may be needed.</p>				Y
	<p><b>Catch it-Kill it- Bin it</b>          Is promoted, tissues made available, and posters displayed.</p>				Y
	<p><b>Provisions -</b>          IIR masks, hand sanitiser and hand wash facilities, tissues, disinfectant and cleaning supplies are readily available.</p>				Y
	<p><b>Information-</b></p>				Y

	IPC Information posters are displayed: How to put on a mask How to take off a mask How to hand rub (sanitiser) PPE updated quick guide for staff How to wash hands (near hand wash basins) Catch it-Kill It- Bin it				
	<b>The following protocols have been updated and are in place:</b> Laundry Protocol – See additional documents  Cleaning Instructions – See additional documents  Face Shield Cleaning – See additional documents  Cleaning an area when someone with symptoms has left – See additional documents  Cleaning of equipment and resources – See additional documents  Waste Disposal Guidance – See additional documents				Y
	<b>Use of Kitchens-</b> Standard good practices in food preparation, safety and hygiene are followed when using the kitchens/supporting members to use the kitchens.				Y

	<p><b>Accessing the community/community venues/CPAs-</b>  Government advice for the general public on the use of face coverings/masks when in indoor areas and using public transport, and frequent handwashing/hand sanitising is encouraged/prompted by staff.  Permission for members to access these opportunities are sought from parents where necessary.</p>				Y
	<p><b>Social distancing-</b>  Is no longer a requirement- workshop layouts will be decided by the members and can return to how they were prior to the pandemic. Members who are at a higher risk of serious illness from the virus will be given additional space/a chair near a window or at the back of the room.</p>				Y
	<p><b>Temperature checks-</b>  Remain in place prior to member consultation.</p>				Y
	<p><b>Bubbles at Leeds and Bradford sites-</b>  Remain in place prior to member consultation.</p>				Y

Please highlight how likely harm is to occur <b>prior</b> to measures having been put in place.				
Rare	Unlikely	Possible	Highly Likely	Almost Certain
Please underline the severity of the harm if this were to occur <b>prior</b> to measures having been put in place.				
Negligible	Minor	Moderate	Major	Catastrophic

Please highlight how likely harm is to occur <b>after</b> measures have been put in place.				
Rare	Unlikely	Possible	Highly Likely	Almost Certain
Please highlight the severity of the harm if this was to occur <b>after</b> measures have been put in place.				
Negligible	Minor	Moderate	Major	Catastrophic

Justification-With the IPC measures in place and an increased awareness of what is necessary to break the chain of infection it is no longer highly likely people will catch the virus at SAS, but still possible. The majority of people will only have minor symptoms/harm from the new variants of coronavirus. Whilst the small group of people who are severely immune compromised are at major risk of harm, we would hope that their immunity/the vaccinations and access to antiviral medication will reduce the risk of harm to moderate.

<https://www.england.nhs.uk/2022/04/highest-risk-covid-19-patients-receive-brilliant-new-antivirals-at-home/>