

Wirral Hospice St John's Covid-19 Risk Assessment Summary – June 2020

The safety of our staff, patients and visitors is of paramount importance to the Senior Leadership Team and Board of Trustees of Wirral Hospice. In response to the Government easing of lockdown, the following risk assessment and safe systems of work have been introduced to manage the risk to all.

All persons attending Wirral Hospice St John's Hospice and retail shops (when they re-open) are expected to adhere to these safe systems to optimise their own safety and that of other people.

As a virus Covid-19 cannot be seen, transmission is directly through respiratory droplets spread short distances from coughing and sneezing or talking and from touching surfaces on which droplets have landed then touching your eyes, mouth and nose.

Our aim is to minimise transmission by reducing the opportunity for transfer and thus optimise safety.

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Area	Who affected?	Risk ?	Safe systems of work introduced to keep people safe
All Areas within Wirral Hospice St John's	Hospice Staff, Patients, Visitors	Potential transmission person to person through contact and aerosol / respiratory droplets route	<ul style="list-style-type: none"> • Access to handwashing facilities and alcohol gel readily available throughout the building • Wearing of masks as per Public Health England (PHE) and Government guidance worn throughout the building in areas not assessed as Covid safe (due to social distancing compromised through limited space available and frequent use areas e.g. toilets) such as communal areas/ corridors etc • Standard operating procedures in place within all clinical environments for control and prevention of infection • Standard operating procedures in place in all non-clinical areas for the control and prevention of infection • Clear guidance for staff feeling unwell or displaying symptoms of covid-19 to remain at home, report to Manager and arrange swab test. Adhering to government guidance re result with a view isolation if required • Clear guidance for staff who have someone in their household displaying symptoms to remain at home, contact their manager and arrange test for household member. Adhering to government guidance re result with a view isolation if required • Uniform policy • Designated PPE available and worn as per PHE guidance • Clear guidance pre admission of patients re: COVID-19 symptoms and contact • All new patients isolated for required length of time • Inpatient Visitors limited and monitored. Pre visit screening questions undertaken to reduce exposure • Hygiene and PPE requirements for all visitors and staff reinforced and available at reception • No contact system of work at reception for visitors and receipt of parcels • Reception desk screened • Clear signage and guidance as per PHE and Gov UK displayed • 2m social distancing maintained throughout building

			<ul style="list-style-type: none">• Handwashing and sanitiser available at entry and exit points and throughout the building• Limited furniture to prevent accumulation of people• Optimum use of outside space promoted• Frequent cleaning schedules for high use areas and touch points, with cleaning resources available in each area• Footfall limited – staff working from home where able to do so and rota systems for those in work, external visitors limited• Protocols in place for safe use of rooms, maintaining safe distancing and after use cleaning• Multiple occupancy offices laid out with no face to face working and no hot desk working, screen installed where necessary• Clear desk and cleaning after use protocols in place• Home Visits – pre-visit screening questions of patients and household undertaken to reduce risk of exposure, minimising number present at visit and appropriate PPE worn for duration of visit
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