

Risk Assessment: Mass Lateral Flow Testing in School

Why is this document needed: Public Health England and the Health and Safety Executive require this documentation to ensure end to end health, safety and infection control risks for mass lateral flow testing are identified, pre-assessed, managed and monitored regularly by the School and testing operators.

Assessment Date	14/01/21	Lead Assessors NP	S Glover	L A Olney	P McFadden	Test Site ID	OTWD
Activity / Task							
Description of task / process / environment being assessed	General and clinical activities on the asymptomatic testing site at Ousedale School						
Activities Involved	Access to the site on foot Testing staff and students					Location	Newport/Olney Campus
Who Might be affected	Employee ✓	Client ✓	Contractor ✓	Visitor ✓	Service User ✓		

No	Hazards	Associated risks	Current Control/ Mitigation Measures	Risk Evaluation (post measures)		
				Probability	Severity	Risk
1	Contact between subjects increasing the risk of transmission of COVID19	Transmission of the virus leading to ill health or potential death	<ul style="list-style-type: none"> • Asymptomatic: All subjects are to be advised in advance not to attend if they have any symptoms of COVID 19, or live with someone who is showing symptoms of COVID 19 (including a fever and/or new persistent cough) or if they have returned within 14 days from a part of the world affected by the virus or have been in close contact with someone who is displaying symptoms. • Face masks: Prominent signage reminding attending subjects of the above to be displayed at the entrance to the building. • Face coverings/masks to be worn by subjects at all times whilst on the premises except for brief lowering at time of swabbing. • Requirement to wear face covering/mask to be reminded to all subjects in advance at time of test booking. • Compliance with wearing of face covering/mask of all subjects to be visually checked on arrival by registration desk. • Compliance with wearing of face covering/mask of all subjects to be visually checked through building by all staff. • Hand hygiene: All subjects to use hand sanitiser provided on arrival & adherence to this enforced by staff. • Social distancing: Two metre social distancing to be maintained between subjects with measured floor markings in place to ensure compliance in addition to verbal reminders if necessary from staff. • A one-way flow of subjects through the building is to be initiated and maintained at all times. Compliance with this is to be ensured by staff. • Cleaning: Regular cleaning of the site including wipe down of all potential touchpoints in accordance with PHE guidance. 	1	4	Tolerable
2	Contact between subjects and staff increasing the risk of transmission of COVID19 :	Transmission of the virus leading to ill health or potential death	<ul style="list-style-type: none"> • All staff to wear a mask and visor. • All staff to sanitise hands after each registration. • All test subjects to sanitise before and after registration • All documentation to be put on the desk for student/ staff to collect. Nothing is handed to student/ staff. Barcodes separate prior to testing session. 	1	4	Tolerable

	<u>Welcome & registration</u>					
3	Contact between subject and Assessor increasing the transmission of COVID19: <u>Sample taking & sample transport</u>	Transmission of the virus leading to ill health or potential death	<ul style="list-style-type: none"> All staff to wear full PPE equipment, including mask/ visor/ apron and gloves Processor to be 1m away from sample test desk All test subjects to sanitise before and after procedure Tissues, sanitiser, mirror, wipes, instructions provided on sample test desk Swab is placed on desk. Nothing is handed to subjects. All rubbish to be placed in waste bag by test subject & assessor Test subject to blow nose before completing test Test subject places swab in allocated vial. DOES NOT HAND TO ASSESSOR. Test operative assists from 1m away but does not do the test for the subject. After sanitising and wiping down area test subject leaves test area. Assessor changes gloves after each sample test. 	2	6	Tolerable
5	Contact between samples and assessors increasing the transmission of COVID19: <u>Sample processing & analysis & waste disposal</u>	Transmission of the virus leading to ill health or potential death	<ul style="list-style-type: none"> All staff to wear full PPE equipment, including mask/ visor/ apron and gloves Assessor conducts sample test in a plastic tray to contain any spillages Once sample test is conducted all debris is placed in clinical waste bin Used vials will have tape across the top to stop any spillage Sample test/ registration card and timings will be placed in a tray on a table behind the assessor. All clinical waste will be collected and locked away in a skip at the end of each day Processing area and equipment (including buffer solution bottle) are sanitised after each test Processor changes gloves after each test. 	2	6	Tolerable
7	Incorrect result communication	Wrong samples or miscoding of results	<ul style="list-style-type: none"> 3 identical barcodes and two registration cards are provided to subject at check in The subject registers their details to a unique ID barcode before conducting the test Barcodes are attached by trained staff at the sample test bay Barcodes are checked for congruence at the assessor's desk and applied to Lateral Flow Device at this desk. Assessor keeps one registration card and the subject the other one. Internal monitoring spreadsheet has mechanism for matching barcodes. Sample results sheet on each processor desk for reference. 	2	6	Tolerable

8	Damaged barcode, lost LFD, failed scan of barcode	Orphaned record on registration portal & No result communicated to individual	<ul style="list-style-type: none"> Recall of subjects who have not received a result within 1 hr of registration Subjects are called for a retest 	1	2	Minor
9	Extraction solution which comes with the lab test kit contains the following components: Na_2HPO_4 (disodium hydrogen phosphate), NaH_2PO_4 (sodium phosphate monobasic), NaCl (Sodium Chloride)	These components do not have any hazard labels associated with them, and the manufacturer states that there are no hazards anticipated under conditions of use as described in other product literature. This is the case for exposure to: eye, skin, inhalation, ingestion, chronic toxicity, reproductive and developmental toxicity, carcinogenicity, and medical conditions aggravated by exposure.	<ul style="list-style-type: none"> PPE: nitrile gloves which meet the Regulation (EU) 2016/425 to be used at all times when handling the extraction solution. Safety glasses with side shields which are tested and approved under appropriate government standards to be worn at all times when handling the extraction solution. Impervious clothing to be worn to protect the body from splashes or spillages. Environmental: do not let product enter drains Spillages: wipe surfaces which the solution has been spilt on and dispose of cleaning material in line with the lab's waste disposal procedures Do not use if the solution has expired Training to be provided in handling potentially biohazardous samples, chemicals and good lab practice. Adhere to guidelines in these training procedures to prevent improper handling. Follow procedures on the MSDS form provided by Innova to mitigate against inhalation, skin contact or ingestion of these chemicals. 	1	4	Tolerable
12	Unauthorised access by members of the public		<ul style="list-style-type: none"> Clear signage to indicate only trained staff are allowed in test area and subjects will only be allowed to enter test centre by a member of staff. Test site areas locked when not in use. 	1	1	Trivial
13	Uneven surfaces (floor protection in the Testing and Welfare areas)		<ul style="list-style-type: none"> Regular checks of surfaces, equipment, furniture and any potential hazards reported to Site who will remove/replace/repair any faults immediately. 	1	4	Tolerable
17	Use of shared equipment		<ul style="list-style-type: none"> Staff not to share any PPE or any other equipment e.g. Pens/ clip-boards etc All test site operative successfully complete training module assessments and 'run through' exercise' 	2	6	Tolerable

Control Improvements				
Action No	Recommended additional control measures	Responsibility	Target Date	Date completed
1	Content of the risk assessment to be communicated with all staff as part of induction	SG/PM	18/01/21	18/01/21
2	All staff to have completed on-line training and to provide certificates.	SG/PM	12/01/21	18/01/21
3.	All staff to have had a practice run of their role.	SB/LH	15/01/21	18/01/21 but on-going for new staff who join the team.

Additional Notes

Risk Evaluation

		Consequence of event occurring (Severity)				
		Negligible	Minor	Moderate	Major	Critical
Likelihood of event occurring (Probability)	Almost Certain	Tolerable 5	Substantial 10	Intolerable 15	Intolerable 20	Intolerable 25
	Likely	Tolerable 4	Substantial 8	Intolerable 12	Intolerable 16	Intolerable 20
	Possible	Trivial 3	Tolerable 6	Substantial 9	Intolerable 12	Intolerable 15
	Unlikely	Trivial 2	Tolerable 4	Tolerable 6	Substantial 8	Substantial 10
	Rare	Trivial 1	Trivial 2	Trivial 3	Tolerable 4	Tolerable 5

Likelihood

Rare, will probably never happen/recur
Unlikely, do not expect it to happen, but is possible
Possible, Might happen
Likely, will probably happen
Almost Certain, will undoubtedly happen

Severity

Negligible
 Minor
 Moderate
 Major
 Critical

Risk control strategies

Intolerable – stop activity, take immediate action to reduce the risk
Substantial - Take action within an agreed period
Tolerable – monitor the situation
Trivial – No action required

