



Individual risk assessment for staff at increased risk from Covid-19

Coronavirus (COVID-19) can make anyone seriously ill. But for some people, the risk is higher. There are 2 levels of higher risk groups - individuals that are high risk (clinically extremely vulnerable) and those that are moderate risk (clinically vulnerable). See more on this at <https://www.nhs.uk/conditions/coronavirus-covid-19/people-at-higher-risk-from-coronavirus/whos-at-higher-risk-from-coronavirus/>.

For staff who have been identified as at increased risk from coronavirus (Covid-19) due to a number of factors then it is the responsibility of their Line Manager to complete an assessment for this. It is important that Line Manager's explain the possible risks to staff to help them take more personal responsibility for managing risks.

Where possible staff will be able to continue to work from home, however, not all jobs can be done from home. The government advice is that if your workplace is open and you cannot work from home, you can travel to work and this assessment is designed to record what steps can be taken to mitigate these risks for staff who are at increased risk from coronavirus (Covid-19).

COVID-19 and Pregnancy:

NHS guidance states that there's no evidence that pregnant women are more likely to get seriously ill from coronavirus. But pregnant women have been included in the list of people at moderate risk (clinically vulnerable) as a precaution. This is because pregnant women can sometimes be more at risk from viruses like flu. It's not clear if this happens with coronavirus. But because it's a new virus, it's safer to include pregnant women in the moderate-risk group. It may be possible to pass coronavirus to a baby before they are born. But when this has happened, the babies have got better. There's no evidence coronavirus causes miscarriage or affects how a baby develops in pregnancy. <https://www.nhs.uk/conditions/coronavirus-covid-19/people-at-higher-risk-from-coronavirus/pregnancy-and-coronavirus/>

Other Factors Affecting the Risk Assessment: Ethnicity, Age and Gender

Emerging UK and international data suggest that people from Black, Asian and Minority Ethnic (BAME) backgrounds are also being disproportionately affected by Covid19 and Public Health England have been asked by DHSC to investigate this at a national level. Underlying health issues and certain social circumstances are being put forward as possible explanations but it is important not to assume this. Until there is clarity about this matter we advise that BAME staff may be additionally vulnerable to COVID-19. Similarly, those in the age group 60 – 69 and male gender also seem to confer increased risk and these facts should be taken in to account in the risk assessment. On their own these factors may not require restriction from any particular activity but with BAME staff in particular considering if there any underlying health conditions present as well this would reinforce the need to apply stringent social distancing and/or the use of Personal Protective Equipment (PPE).

Advice on Risk Assessment:

For the other groups, the risk categories above cover a wide range of severity and include some people who are only at very slightly increased risk. Nonetheless when you are reviewing work activities it is important to consider individuals risk and aim to reduce it if possible even if their risk is low.

It is not possible to avoid all risk and the aim of the risk assessment is to avoid unacceptably high risk activities and to bring down risk in other areas as far as reasonably practicable. Most people in the risk categories will be able to continue working but it is still important to consider how you could reduce their risk.

This form has been developed to support managers with this assessment but it must be completed in conjunction with the latest guidance from Public Health England (PHE). Further information on Covid-19 can be found on [Essentials](#).

General Information						
Employee Name(s):				Job Title:		
Line manager				Managers' job title		
Building / Service:				Working hours:		
Date of Assessment:				Review date:		
Risk Group / other factors:	Please tick appropriate box:		Yes	No	Current role involves:	Please tick appropriate box: <input checked="" type="checkbox"/>
	Clinically extremely vulnerable - notified by NHS as in very high risk group requiring Shielding				Providing care within 2 meters	
	Clinically vulnerable – over 70 or underlying health condition as per the NHS list				Visiting people's home e.g. repairs	
	Pregnant				Working in the community e.g. caretaking, community safety	
	BAME				Meeting with residents in our buildings	
	Mental health - impact on mental wellbeing				Providing a support service (e.g. training)	
	Other specific concerns e.g. caring for someone vulnerable, living in conditions where it's difficult to social distance etc.					

Note: There is no need for staff members living with a shielding individual to follow the shielding measures themselves however they can support them by following the [guidance on staying alert and safe \(social distancing\)](#).

If you have answered NO to all questions, no further action is required and this form will be retained on your records

Aspects	What are you already doing?	Additional action to reduce risk
Can the work be done at home?		<i>If the work cannot be performed at home then could alternative work be undertaken at home or elsewhere in the organisation?</i>
If you have to travel to work think about how and when you travel.		<i>To reduce potential exposure on public transport consider walking or cycling wherever possible. If you have to use public transport, you should try to avoid peak times and are advised to wear a face covering.</i>
If having to attend work then can face to face interactions be limited and/or social distancing be maintained?		<i>Adjusting the work environment, times or duties to reduce the risk of exposure, for example working in a separate office, not using shared telephones, carrying out telephone rather than face to face interactions.</i> <i>If social distancing cannot be maintained then Personal Protective Equipment (PPE) must be provided.</i>
Has the individual had any sickness in the past linked to their health condition?		

Aspects	What are you already doing?	Additional action to reduce risk
What arrangements are you going to put in place to ensure regular contact / wellbeing?		
Other considerations:		

Assessment		
<i>Please tick appropriate box:</i>	<input checked="" type="checkbox"/>	Monitoring / further action:
Actions agreed as detailed above further reduce the risks of transmission	<input type="checkbox"/>	Local manager to review and monitor.
Actions agreed as detailed above do not further reduce the risks of transmission and some concerns remain.	<input type="checkbox"/>	Contact your H&S Advisor for further advice and support

Additional notes

Please add any additional notes as appropriate:

Individual's signature		Date signed	
Print Name			
Manager's signature		Managers job title	
Print Name			