



## COVID 19 Risk Assessment

Coronavirus disease (COVID-19) is an infectious disease caused by a newly discovered coronavirus.

Most people infected with the COVID-19 virus will experience mild to moderate respiratory illness and recover without requiring special treatment. Older people, and those with underlying medical problems like cardiovascular disease, diabetes, chronic respiratory disease, and cancer are more likely to develop serious illness.

The best way to prevent and slow down transmission is be well informed about the COVID-19 virus, the disease it causes and how it spreads. Protect yourself and others from infection by washing your hands or using an alcohol based rub frequently and not touching your face.




The COVID-19 virus spreads primarily through droplets of saliva or discharge from the nose when an infected person coughs or sneezes, so it is important that you also practice respiratory etiquette (for example, by coughing into a flexed elbow).





Currently, there are no specific vaccines or treatments for COVID-19 at present (May 2020).







- Currently vaccines Oxford/AstraZeneca and Pfizer/BioNTech are in production and a UK wide vaccination process is in progress (Dec 2020)



Extreme Caution should be maintained during all training events, if in doubt do not carry out the training.

<https://www.who.int/health-topics/coronavirus>





What are the hazards?	Who might be harmed	Controls Required	Additional Controls	Date/Sign
<p>Spread of Covid-19 Coronavirus</p> <p><b>As not enough is known about Coronavirus overall risk is classified as high.</b></p> <p><b>All the necessary controls must be put in place NO exceptions.</b></p> 	<ul style="list-style-type: none"> <li>• <b>Candidates attending course</b></li> <li>• <b>Visitors to your premises/ the premises you are renting during course</b></li> <li>• <b>Cleaners</b></li> <li>• <b>Vulnerable groups – Elderly, Pregnant candidates, those with existing underlying health conditions</b></li> <li>• <b>Anyone else who physically comes in contact with you in relation to your business or course.</b></li> </ul>	<p><b><u>Candidates Arrival</u></b></p> <p>All candidates will have their temperature checked on arrival using a non-contact thermometer, and this will be recorded appropriately.</p> <p>Exclude any candidates who arrive with any symptoms relating to COVID 19. i.e. a high temperature, a new continuous cough, a loss or change to your sense of smell or taste</p>	<p>Candidates must be informed that a temperature check will be conducted prior to course and/or the morning of each training day if the course is longer than one day.</p> <p>*Any candidates that refuse the temperature check will not be able to attend.</p> <p>Any symptoms regardless of how mild the candidate must leave. If the symptoms develop through the day the candidates must leave immediately – Further temperature check may be necessary. Even in the absence of high temperature if candidate appears to have any other symptoms relating to the COVID 19 virus they must leave immediately.</p> <p>*Government Guidelines must be followed after contact with someone with known or suspected COVID 19 Virus.</p> <p>*All candidates will sign a <u>disclaimer</u> agreeing that they are feeling well and do not have any symptoms of COVID 19 and that they have been following government guidelines in terms of social distancing set at that time.</p>	
		<p><b><u>Hand Washing</u></b></p> <p>Hand washing facilities with soap and water in place.</p> <p>Stringent hand washing taking place. See hand washing guidance. <a href="https://www.nhs.uk/live-well/healthy-body/best-way-to-wash-your-hands/">https://www.nhs.uk/live-well/healthy-body/best-way-to-wash-your-hands/</a></p>	<p>Candidates to be reminded on a regular basis to wash their hands for 20 seconds with water and soap and the importance of proper drying with disposable towels. Also reminded to catch coughs and sneezes in tissues – Follow Catch it, Bin it, kill it and to avoid touching face, eyes, nose or mouth with unclean hands. Tissues will be made available throughout the training room.</p>	

		<p>Drying of hands with disposable paper towels.  <a href="https://www.nursingtimes.net/news/research-and-innovation/paper-towels-much-more-effective-at-removing-viruses-than-hand-dryers-17-04-2020/">https://www.nursingtimes.net/news/research-and-innovation/paper-towels-much-more-effective-at-removing-viruses-than-hand-dryers-17-04-2020/</a></p> <p>Candidates encouraged to protect the skin by applying emollient cream regularly  <a href="https://www.nhs.uk/conditions/emollients/">https://www.nhs.uk/conditions/emollients/</a></p> <p>Gel sanitisers in any area where washing facilities not readily available</p>	<p>During class practical's use additional hand gel when appropriate, this should not replace hand washing with soap and water.</p> <p>Encourage candidates to report any problems and carry out skin checks as part of a skin surveillance programme  <a href="https://www.hse.gov.uk/skin/professional/health-surveillance.htm">https://www.hse.gov.uk/skin/professional/health-surveillance.htm</a></p> <p>To help reduce the spread of coronavirus (COVID-19) reminding everyone of the public health advice -  <a href="https://www.publichealth.hscni.net/news/covid-19-coronavirus">https://www.publichealth.hscni.net/news/covid-19-coronavirus</a></p> <p>Posters, leaflets, and other materials should be on display to remind candidates of the procedures that must be adhered to.  <a href="https://www.gov.uk/government/publications/guidance-to-employers-and-businesses-about-covid-19">https://www.gov.uk/government/publications/guidance-to-employers-and-businesses-about-covid-19</a></p> <p>*Include an information leaflet with details in course welcome email to be sent 48 hours prior to course.</p>	
		<p><b><u>Cleaning</u></b></p> <p>Frequently cleaning and disinfecting objects and surfaces that are touched regularly particularly in areas of high use such as door handles, light switches, using appropriate cleaning products and methods</p> <p>Ensuring that all training equipment is thoroughly cleaned before and after and that the proper procedures are in place to avoid cross contamination during courses.</p> <p><b>Appendix A</b> - Cleaning of CPR Manakins/full body manakin  <b>Appendix B</b> - Cleaning of all other training equipment</p>	<p>Rigorous checks will be carried out by the trainer to ensure that the necessary procedures are being followed.</p> <p>Cleaning of all equipment after the course should be thorough using the appropriate cleaning products and any consumables disposed of appropriately and replaced with new.</p> <p>This should be carried out by the Trainer to ensure it is appropriately done. A tagging system should be in place to show this has happened. E.g. Sticker showing item has been disinfected/cleaned with date and time.</p>	

		<p><b><u>Social Distancing</u></b></p> <p>Social Distancing -Reducing the number of persons in any work area to comply with the 2-metre (6.5 foot) gap recommended by the Public Health Agency</p> <p><a href="https://www.publichealth.hscni.net/news/covid-19-coronavirus">https://www.publichealth.hscni.net/news/covid-19-coronavirus</a>  <a href="https://www.gov.uk/government/publications/covid-19-guidance-on-social-distancing-and-for-vulnerable-people">https://www.gov.uk/government/publications/covid-19-guidance-on-social-distancing-and-for-vulnerable-people</a></p> <p>Taking steps to review course schedules including start &amp; finish times. Ask candidates to remain in their cars or outside if they arrive early (weather permitting)  Ensuring sufficient rest breaks for candidates to reduce fatigue and the possibility of mistakes.  Social distancing also to be adhered to in canteen area and smoking area.</p>	<p>Candidates to be reminded regularly of the importance of social distancing both during the course and outside of it. During assessment of bandaging candidates should be supplied with individual training limbs where possible.</p> <p>Candidates should NOT practice on each other and always maintain 2m social distancing.</p> <p>Ensure you have clear instructions sent to candidates before course start date explaining these procedures and what is expected from them to ensure a safe training environment.</p> <p>Supply own chair labelled. Use social distancing tape to help remind candidates etc  Trainer to ensure sufficient space available for social distancing and that all in attendance always maintain the distance.</p> <p>*If new venue or unknown venue, venue check for size and appropriateness is crucial to adhere to this control measure.</p>	
		<p><b><u>Wearing of Gloves</u></b></p> <p>Where Risk Assessment identifies wearing of gloves as a requirement of the job, an adequate supply of these will be provided. Candidates will be instructed on how to remove gloves carefully to reduce contamination and how to dispose of them safely.</p>	<p>Candidates to be reminded that wearing of gloves is not a substitute for good hand washing. Cloverleaf Training will not be supplying gloves to candidates as this increases the risk of contamination.</p> <p>GLOVES ARE NOT INDICATED during any First Aid training with Cloverleaf Training; improvisation of glove wearing will be introduced and the importance of good hand hygiene explained again.  (WHO – Hand Hygiene Who, How &amp; When)</p>	
		<p><b><u>Practicing &amp; Assessment Procedures</u></b></p> <p>Candidates are to act as solo rescuers.</p>		

		<p>All clothing will be removed from the manikins prior to course.</p> <p><b>*Trainer will have own CPR Manikin for the purpose of CPR &amp; choking demonstrations.</b></p> <p>Candidates should wash hands with soap and water before demonstrating Primary Survey, Secondary Assessment, or any practical elements to the course. Hand gel sanitiser will also be available.</p> <p><b>Primary Survey</b> – Individual resus manikins will be provided where possible</p> <p><b>Secondary Assessment/ Recovery Position</b> – Candidates will use a full-size manikin individually if available. This will be thoroughly sanitised in between candidates.</p> <p><b>CPR</b> - They will be provided with a disposable training face shield for the duration of the practical's and assessments which each candidate needs to ID as their own. This provides a shield of protection.</p> <p><b>Choking</b> – Each candidate will use their allocated manakin for the choking practical.</p> <p><b>Trainer Automated Adrenaline Injectors</b> - Candidates to clean their hands with alcohol gel or wipes before using AAI pens.</p>	<p>Any consumables such as face shields and manakin lungs will be disposed of safely and appropriately after use and doubled bagged. Trainer will dispose of appropriately.</p> <p>Thorough cleaning with the appropriate cleaning wipe or sanitiser after each use. Including the whole face and chest, legs, and arms – and any other area touched. Allow to air dry before next use.</p> <p>The choking vest will not be used</p> <p>AAI pens should be sanitised in between as appropriate.</p> <p>Video demonstration offered also.</p>	
------------------------------------------------------------------------------------	------------------------------------------------------------------------------------	---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	--

		<p><b>Trainer Asthma Inhalers</b> – Candidates to watch demonstration from the Trainer using the inhaler but mime own use without inhaler.</p> <p><b>Tourniquets</b> - Candidates to clean their hands with alcohol gel or wipes before using tourniquet. Practise on training limbs supplied</p>		
		<p><b><u>Respiratory Protective Equipment</u></b></p> <p><i>Public Health guidance on the use of PPE (personal protective equipment) to protect against COVID-19 relates to health care settings. In all other settings individuals are asked to observe social distancing measures and practice good hand hygiene behaviours</i></p>	<p>To minimise the risk of transmission of COVID-19 the following additional measures should be carried out if required – Trainer will use a disposable FFP3 mask. It must be used appropriately and disposed of in the correct manner.</p> <p>Candidates should be given a disposable 3 ply face mask for any training deemed higher risk if the 2m social distancing rule cannot be applied. Cloverleaf Training will be using a Full size dummy, individual CPR dummies for the purposes of any demonstrations required for practicing and assessing Primary Survey, Secondary Assessment and CPR skills. Please see Appendix B for further details. Having a large room that is well ventilated and ensuring at a minimum 2m social distancing rule is applied reduces the likelihood of having to use RPE.</p>	
		<p><b><u>Waste Disposal</u></b></p> <p>All waste produced during training including consumables such as wipes, training face shields and manikin lungs will be placed in an appropriate bag and tied and doubled bagged.</p> <p>This is the responsibility of the Trainer.</p>	<p>Any personal waste produced by candidate such as sandwich wrappers, cans, water bottles or food wrappers must be taken home and disposed of by candidate.</p> <p><b>NB:</b> Ensure good hand hygiene after waste collection and disposal.</p>	

		<p><b><u>Symptoms of Covid-19</u></b></p> <p>If anyone becomes unwell with a new continuous cough or a high temperature during the course, they will be sent home and advised to follow the stay at home guidance.</p> <p>If advised that the candidate has developed Covid-19 you should contact the Public Health Authority to discuss the case, identify people who have been in contact with them and you should take advice on any actions or precautions that should be taken.</p> <p><a href="https://www.publichealth.hscni.net/">https://www.publichealth.hscni.net/</a></p>	<p>Ensure that the remaining candidates monitor and self-isolate according to government guidelines if necessary.</p> <p>If the symptoms develop through the day the candidates must leave immediately – Further temperature check may be necessary. Even in the absence of high temperature if candidate appears to have any other symptoms relating to the COVID 19 virus they must leave immediately.</p> <p>*Government Guidelines must be followed contact with someone with known or suspected COVID 19 Virus. Ensure you record the incident appropriately.</p>	
		<p><b><u>Driving to course</u></b></p> <p>Candidates should not share a vehicle unless they are from the same household. Please follow government guidelines on public transport.</p>		
		<p><b><u>Mental Health</u></b></p> <p>It is important to promote mental health &amp; wellbeing awareness to your candidates during the course duration.</p> <p>This restrictions and information provided for some candidates may be overwhelming.</p> <p>Reference -</p> <p><a href="https://www.mind.org.uk/information-support/coronavirus-and-your-wellbeing/">https://www.mind.org.uk/information-support/coronavirus-and-your-wellbeing/</a></p> <p><a href="http://www.hseni.gov.uk/stress">www.hseni.gov.uk/stress</a></p>	<p>It is expected that many candidates will feel anxious about attending any training courses. Providing good communication prior and during the course and outlining the course structure will help to eliminate unnecessary anxiety.</p>	





## **Appendix A Cleaning of CPR/Full Manikin**

### **Before Training**

- Each manikin will be fully cleaned using the appropriate wipes such as Trionic decontamination wipes or similar
- All consumables such as lungs and filters will be replaced after each candidate – check the “Clean” sticker in date and correlates to last use if not or unsure replace these consumables.
- Removable manikin face should be cleaned with warm soapy water before every use. This is the responsibility of the Trainer.
- All clothing to be removed.

### **During Training**

- Disinfectant wipes such as Trionic and Azo wipes should be supplied during the training for the candidate to use during the practical's, as necessary.
- Candidates should use an appropriate face shield mask while performing ventilation breaths as a further form of protection.

### **After Training**

- Candidates will be shown how to remove all consumables from the CPR dummies. They will then dispose of these and their face shield in the in the appropriate rubbish bag provided by the trainer.

## **Appendix B Cleaning of all other training practical equipment such as training limbs (arms & legs), AAI pens, Bandages & tourniquets**

### **Before & After Training**

- Each item should be cleaned using appropriate wipes such as Trionic decontamination wipes or similar. Bandages should be washed using warm soapy water and air dried if possible, outdoors in the sunshine.

### **During Training**

- Should be wiped down before and after use by each candidate using suitable disinfectant wipe such as Trionic and Azo wipes. Bandages should be given to candidates to use for the duration of course. Once used should be placed in a sealed container for appropriate cleaning.

**NB – Good hand hygiene before, during and after is paramount.**