Version: 25/06/2020

**COVID Secure Risk Assessment Checklist**

VI team – Orientation and Mobility

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| **Date of visit/work** |  | **Location/Ref:** |  |
| **Things to consider** | **Action undertaken** | ***Y/N*** |
| About you | Do you have **symptoms** of COVID-19? | You **must not visit or work in other people’s homes if you have symptoms of Covid-19**. You must follow the Government’s stay at home guidance. |  |
| Are you in the **vulnerable group** or have underlying health problems that increase your risk of severe illness from Covid-19? | You are advised to work from home – speak to your manager. If your role requires you to visit then you **must carry out an individual risk assessment** |  |
| Reason for the visit | Is the visit essential? | **You should only be completing orientation and mobility if it is really important** to do so e.g.Statutory requirementSafeguarding or welfareUrgent repairs or maintenance |  |
| Can the visit be deferred or be carried out remotely? | **Non-essential visits should be postponed.**  |  |
| Preparing for the session | Is the person aware of what the expectations are regarding the Orientation and Mobility session and what guidelines you will be following? | * Rehab Worker to discuss with the individual the guidelines and use of PPE and any adaptive practice.
* Prior to the session discuss safety with the individual
* Social distancing to be adhered to wherever possible.
* In all mobility sessions Rehab Worker to wear type IIR mask.
* The individual may choose to wear mask and gloves during the session – this will need to be managed independently by the individual.
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| Do any of the people you are visiting have symptoms of COVID-19? | If anyone in the household has symptoms or is shielding, then **no orientation and mobility should take place.** |  |
| Is anyone in the home shielding and extremely vulnerable to COVID-19? |  |
| Pre-visit Actions | 1. You should [wash your hands](https://www.nhs.uk/live-well/healthy-body/best-way-to-wash-your-hands/) for 20 seconds before leaving for your visit or use hand sanitiser ideally before entry.
2. Remove jewellery and nail varnish
3. Wear short sleeves where possible and hand gel both for Rehab Worker and individual immediately prior, during and after session.
4. Take the required PPE with you to the visit – Type IIR masks should be used and take additional PPE contingency.
5. If you are collecting anything, take 2 large bin-bags to help you transport the items safely
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| **Procedure** |
| During the orientation and mobility session | 1. Send a **text message or phone on arrival at the house or meeting point.**
2. **Ask again** if there is anyone displaying symptoms of Covid-19
3. If transporting individual to the training area they must remain in rear of vehicle – [Safe travel guidance for passengers](https://www.gov.uk/guidance/coronavirus-covid-19-safer-travel-guidance-for-passengers#private-cars-and-other-vehicles)
4. Hi-vis showing Keep 2 metres Distance available for the sessions – it is preferred that the individual wears this but recognise this is a choice. ISSUE rather than loan the Hi-Vis.
5. **Wear the appropriate PPE see matrix below.**
6. If possible, have all training and discussion in an **outdoor space OR call the person ahead of the visit to advise of some of the teaching and safety basics.**
7. **Don’t touch your face.**
8. **Avoid touching surfaces or objects where possible.**

When providing sighted-guide ensure both Rehab Worker and individual use hand gel before starting session and, where possible, before sighted guiding commences. Use gloves when handling or giving equipment and ensure that the item (mobility aid) is wiped with alcohol-based wipes before demonstrating or issuing.To reduce the spread of germs if you cough or sneeze, cover your mouth and nose with a tissue, or if you don’t have a tissue use your sleeve (not your hands). Throw any tissues in a bin immediately. After coughing or sneezing wash your hands with soap and water for at least 20 seconds or use a hand sanitiser.**Take the minimum amount of kit with you e.g. Phone, Pen, Paper and ID Badge – small backpack or bag may be used for these items during mobility session.** |  |
| After the session | 1. Remove all PPE and dispose of in sealed bag.
2. Remove all equipment used and wipe with an alcohol-based wipe. If equipment has stayed in a sealed bag and not been used, then they do not need cleaning. Dispose of waste in the usual way.
3. After completing session use soap and hot water to wash your hands for at least 20 seconds or use hand sanitizer if soap and water are not available.
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| **Personal Protective Equipment (PPE)** |
| Persons with COVID-19 & AGPs | **⚫** | **⚫** | **⚫** | **⚫** | **⚫** | **⚫** |  |  | **⚫** | **⚫** | **⚫** |
| Personal care / risk of splashing or spitting | **⚫** | **⚫** | **⚫** | **⚫** | **⚫** | **⚫** | **⚫** |  |  |  |  |
| Min Standard for ALL visits | **⚫** | **⚫** |  |  |  |  | **⚫** |  |  |  |  |
| PPE & Equipment | Hand Sanitiser | Mandatory Hand protection signGloves | Mandatory Overalls signCoverall | **Mandatory Apron sign**Apron | Mandatory Goggles protection signGoggles | **Mandatory Face Visor sign**Face Shield | Mandatory Fume and Vapour mask sign🌢Type IIR Fluid Resistance Surgical Mask  | Mandatory Fume and Vapour mask signRegular Surgical Mask  | **Mandatory Dust Mask sign**FFP2 Mask | **Mandatory Dust Mask sign**FFP3 Mask | **Mandatory Half respirator sign**FFP3Re-usable Half Respirator |
| **Tick** |  |  |  |  |  |  |  |  |  |  |  |

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| **Completed by** |  | **Job Title** |  | **Date** |  |
| **Approved by** |  | **Job Title** |  | **Date** |  |