

**INDIVIDUAL STAFF RISK ASSESSMENT (ISRA)** Updated September 2022

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| This generic risk assessment is a guide to managers to support the assessment of risk to staff who may be at high risk of complications from respiratory infections such as influenza, and severe illness from COVID-19 (please see below)to assess safety and if adjustments and/or redeployment are advised. This includes;* older people (Over 65 years as defined by NHS England [NHS England » Improving care for older people](https://gbr01.safelinks.protection.outlook.com/?url=https%3A%2F%2Fwww.england.nhs.uk%2Fourwork%2Fclinical-policy%2Folder-people%2Fimproving-care-for-older-people%2F%23%3A~%3Atext%3DHow%2520old%2520is%2520an%2520older%2Cbe%2520considered%2520an%2520older%2520person.&data=05%7C01%7Cjacqueline.read1%40nhs.net%7C201cc39723cb4089533f08dac634796b%7C37c354b285b047f5b22207b48d774ee3%7C0%7C0%7C638040225915468942%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C3000%7C%7C%7C&sdata=xXVCn1RzQYEPPLFP80Tvx0HwNPeUxv3X4SdgTASYNOc%3D&reserved=0))
* those who are pregnant
* those who are unvaccinated
* people of any age whose immune system means they are at higher risk of serious illness
* people of any age with certain long-term conditions.

It is recognised that age, weight, gender and those staff members from an ethnic minority background are at an increased risk of severe illness and suffer more longer term effects due to COVID-19.The ISRA is a working document therefore it is good practice to record the main findings of the risk assessment in this form, and proposed actions to be undertaken to reduce or eliminate the risk. The ISRA can be used as a basis for a later review of working practices or any reasonable adjustments that may be implemented. It is important to regularly review the ISRA in line with any change in guidance. Risk assessments should be reviewed three monthly as a minimum, or when there is a significant change in local or national guidance or earlier if a need arises, for example following an Occupational Health Review or advice that may have been sought regarding PPE. The Risk Reduction Framework for NHS Staff at Risk of COVID-19 infection provides a framework to support discussions with staff when completing this risk assessment <https://www.fom.ac.uk/wp-content/uploads/Risk-Reduction-Framework-for-NHS-staff-at-risk-of-COVID-19-infection-12-05-20.pdf> The following link may also assist managers with undertaking the risk assessment: <https://www.nhsemployers.org/covid19/health-safety-and-wellbeing/risk-assessments-for-staff> Further guidance on completion of the ISRA is available here or by contacting the HR Business Partner Team at sfh-tr.hrbpteam@nhs.net |

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| **Name**  |  | **Role**  |  |
| **Division** |  | **Department/Ward** |  |
| **Date** |  | **Assessor**  |  |

| **Individual Question**  | **Answer (Yes/No or N/A)**  | **What control Measures or Safeguards are already in place?** | **Are these measures adequate?**  | **Are there any further adjustments that can be put in place to support the staff member’s health and wellbeing?**  | **Should redeployment be considered? Is homeworking an option?**  | **Actions taken** |
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| **1.** Does the staff member have an underlying health condition and/or long term condition that means they are at a higher risk of illness?  |  |  |  |  |  |  |
| **2**. Is the staff member from a Black, Asian and Minority Ethnic (BAME) group?  |  |  |  |  |  |  |
| **3.** Is the staff member over 65?  |  |  |  |  |  |  |
| **4.** Is the staff member pregnant? If so are they <28 weeks or >28 weeks gestation? |  |  |  |  |  |  |
| **5.** Has the staff member got a BMI > 40 (or > 35 in BAME group)?<https://www.nhs.uk/live-well/healthy-weight/bmi-calculator/> |  |  |  |  |  |  |
| **6.** Is the staff member male or female? |  |  |  |  |  |  |
| **7.** Will the staff member be directly caring for COVID-19 patients (tested as positive) and undertaking Aerosol generating procedures (AGPs)? |  |  |  |  |  |  |
| **8.** Will the staff member be directly caring for COVID -19 patients (tested as positive) – but not undertaking AGPs? |  |  |  |  |  |  |
| **9.** Will the staff member be directly caring for patients not tested / unknown COVID-19 status but within 2 meters of patient – within any setting? |  |  |  |  |  |  |
| **10.** Is the employee able to adhere to social distancing guidance? |  |  |  |  |  |  |
| **11.** Does the staff member have access to hand washing/hand sanitising facilities? |  |  |  |  |  |  |
| **COVID-19 Vaccination** |
| **12.** Has the staff member had both doses and booster doses of the COVID-19 vaccine? |  |  |  |  |  |  |
| **14**. If no – are they willing to have the vaccine?  |  |  |  |  |  |  |
| **Flu Vaccination**  |
| **15.** Has the staff member had their annual Flu vaccination this year?  |  |  |  |  |  |  |
| **16.** Is there anything that can be done to help reassure the staff member or help them to arrange the vaccinations? |  |

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| **Any additional information /further details/ comments** |

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| **Risk Assessment Review Date**(3-month review is advised) |  |

**Assessor Signature** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Date** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Employee Signature** ­­­­­­­­­­­­­­­­­­­­­­\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Date** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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| **NEXT STEPS** * The completed ISRA should be filed on the staff member’s personal file
* You will now need to record on ESR that you have completed the ISRA. Please see following guidance.
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| **Recording COVID Individual Risk Assessments on ESR****Guidance** |

Further guidance on recording the ISRA is available [**here**](https://sfhnet.nnotts.nhs.uk/content/showcontent.aspx?contentid=62743) or by contacting the Workforce Information Team at sfh-tr.workforce.info@nhs.net