

Health & Safety Risk Assessment	RA Ref No.	Revision 04	DATE	24 August 2020
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TASK (Operation/Process)	COVID-19 Temperature Testing (No Contact Thermometer)	References: <ul style="list-style-type: none"> National Institute for Health Protection (NIHP) Health and Safety Executive National Health Service
Location	Wilson James Office (Office location ...?)	
Operational Hours	As directed locally	
Risk Assessor Name	Chas Bray (Head of Health, Safety & Environment)	

Note: This is a generic risk assessment based on the current threat and level of information being released by National institute for Health Protection (NIHP) regarding the risk from Coronavirus (COVID 19). This assessment will need to be reviewed as the current situation escalates and new information is released.

Mandatory PPE (In accordance with the Statutory PPE Assessment)

As directed at site level – based on the hazards/risk associated with the works

(**Note:** this assessment has been compiled to establish a safe system of work. It must be understood that this safe system of work has been developed with the understanding that no face masks are being worn, in line with current government (NIHP) guidance.

Safe System of Work (SSOW)

This assessment outlines the current information released by NIHP/Health & Safety Executive and the National Health Service, in relation to the risk from the coronavirus (COVID 19).

- NIHP <https://www.gov.uk/coronavirus>
- NHS <https://www.nhs.uk/conditions/coronavirus-covid-19/>
- HSE <https://www.hse.gov.uk/news/coronavirus.htm>

We have based this assessment on the information/advice given by NIHP/NHS and HSE (links listed above). The hazard/risks and control measures have been compiled

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Introduction:

This risk assessment must be used in conjunction with our COVID-19 Risk Assessment for office activities. This is not a stand-alone assessment but just outlines additional control measures for the person (receptionist) carrying out non-contact temperature testing.

Control Measures:

The following control measures must be followed when carrying out temperature testing:

- No physical contact is required when carrying out this operation, the person being tested should be wearing a face covering (be aware that some staff may be excused from wearing a face covering due to a medical condition)
- Prior to approaching the person ask them the following questions (carry this out from a distance of 2m if you can):
 - Do I have your permission to carry out a temperature test?
 - Are you feeling unwell?
 - Do you have a fever or a high temperature?
 - Do you have a recent continuous cough?
- The temperature testing device (Non-Contact Thermometer) can be activated onto its target (persons forehead) from a distance of 2cm – 3cm (to be confirmed at site level based on the device being used)
- Try to keep as much distance as possible when carrying out testing
- You are required to wear a face covering when carrying out the testing
- Cleaning of the device must be carried out after every use; disinfectant cloths will be made available
- If anybody refuses to be tested, contact your Line Manager for instruction
- If anybody is tested positive for a high temperature, they must be informed to leave the office and return home to arrange an NHS COVID-19 Test in accordance with our COVID-19 Risk Assessment (Office) – Emergency Planning

Note: If the device displays a temperature above 37.8 degrees a red light will appear on the device, this is considered to be an indication of a fever.

Note: this risk assessment will be reinforced by safety briefings and managers updates.

Head of Health, Safety & Environment	Chas Bray	Signed:	
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This Risk Assessment must be reviewed whenever there is a change to the method of working EG: new equipment or work activities introduced, or following an accident related to this operation / process; as a minimum this Risk Assessment must be reviewed annually.