



## 19 Testing Centre Risk Assessment

Why is this document needed: Public Health England and the Health and Safety Executive require this documentation to ensure end to end health, safety and infection control risks for mass lateral flow testing are identified, pre-assessed, managed and monitored regularly by the site owners and testing operators

Assessment Date	04.01.2021 <b>Reviewed</b> <b>02.03.21</b>	Lead Assessor	H Sanderson – Operations Manager		
<b>Activity / Task</b>					
<b>Description of task / process / environment being assessed</b>	General and clinical activities on the asymptomatic testing site at Prenton High School				
<b>Activities Involved</b>	Traversing the site on foot Testing staff and students		<b>Location</b>	L12	
<b>Who Might be affected</b>	Employee ✓	Client ✓	Contractor ✓	Visitor ✓	Service User ✓



Hazard Identification and evaluation							
No	Hazards	Associated risks	Current Control/ Mitigation Measures	Risk Evaluation (post measures)			Additional control needed?
				Probability	Severity	Risk	Action No
1	Contact between subjects increasing the risk of transmission of COVID19	Transmission of the virus leading to ill health or potential death	<ul style="list-style-type: none"> <li>• <b>Asymptomatic:</b> All subjects are to be advised in advance not to attend if they have any symptoms of COVID 19, or live with someone who is showing symptoms of COVID 19 (including a fever and/or new persistent cough) or if they have returned within 14 days from a part of the world affected by the virus or have been in close contact with someone who is displaying symptoms.</li> <li>• <b>Face masks:</b> Prominent signage reminding attending subjects of the above to be displayed at the entrance to the building.</li> <li>• Face coverings/masks to be worn by subjects at all times whilst on the premises except for brief lowering at time of swabbing.</li> <li>• Requirement to wear face covering/mask to be reminded to all subjects in advance at time of test booking.</li> <li>• Compliance with wearing of face covering/mask of all subjects to be visually checked on arrival by reception.</li> <li>• Compliance with wearing of face covering/mask of all subjects to be visually checked through building by all staff.</li> <li>• <b>Hand hygiene:</b> All subjects to use hand sanitiser provided on arrival &amp; adherence to this enforced by reception staff.</li> <li>• <b>Social distancing:</b> Two metre social distancing to be maintained between subjects with measured floor markings in place to ensure compliance in addition to verbal reminders if necessary from reception, queue management &amp; sampling staff.</li> <li>• A one-way flow of subjects through the building is to be initiated and maintained at all times. Compliance with this is to be ensured by queue management staff.</li> <li>• <b>Cleaning:</b> Regular cleaning of the site including wipe down of all potential touchpoints in accordance with PHE guidance.</li> </ul>	1	4	4	
2	Contact between subjects and staff increasing the risk of transmission of COVID19 : <u>Welcome &amp; registration</u>	Transmission of the virus leading to ill health or potential death	<ul style="list-style-type: none"> <li>• Configuration of test site allows for social distancing at all times.</li> <li>• Staff entering test centre to wear full PPE during testing.</li> <li>• Clear signage displayed throughout.</li> <li>• Separate Prep Room in place for application of PPE (LL14)</li> <li>• Testing staff required to obtain negative test result prior to testing commencing.</li> <li>• <b>Mass Testing w/c 08.03.21 to take place in Main Hall with 6 testing areas set up throughout.</b></li> </ul>	1	4	4	



			<ul style="list-style-type: none"> <li>Separate Prep Room in place for application of PPE (Ground Floor PE Accessible Toilet)</li> </ul>				
3	Contact between subject and sampler increasing the transmission of COVID19: <u>Sample taking</u>	Transmission of the virus leading to ill health or potential death	<ul style="list-style-type: none"> <li>Perspex screen in place in testing booths.</li> <li>Full PPE to be worn by processor.</li> <li>Booths cleaned down between each test.</li> <li>Subjects to wear masks on entering and leaving testing room.</li> <li>Testing staff required to obtain negative test result prior to testing commencing</li> </ul>	1	4	4	
4	Contact between sample and test centre runner increasing the transmission of COVID19: <u>Sample transport</u>	Transmission of the virus leading to ill health or potential death	<ul style="list-style-type: none"> <li>Role of processor and test assistant to be combined.</li> <li>Full PPE to be worn.</li> <li>Spillage cleaning plan in place.</li> <li>Testing staff required to obtain negative test result prior to testing commencing</li> </ul>	1	4	4	
5	Contact between samples and sample testers increasing the transmission of COVID19: <u>Sample processing &amp; analysis.</u>	Transmission of the virus leading to ill health or potential death	<ul style="list-style-type: none"> <li>Role of processor and test assistant to be combined.</li> <li>Full PPE to be worn.</li> <li>Spillage cleaning plan in place.</li> </ul>	1	4	4	
6	Contact between samples and sample testers increasing the transmission of COVID19: <u>Sample disposal and waste disposal</u>	Transmission of the virus leading to ill health or potential death	<ul style="list-style-type: none"> <li>Signage applied to bins to separate normal waste from healthcare waste.</li> <li>Waste removed by trained staff</li> <li>Waste stored securely, according to Healthcare waste guidance, in separate room.</li> <li>Clinical waste collection increased to 2 daily.</li> <li>Guidance updated March 2021 to include disposal of all waste via landfill.</li> </ul>	1	4	4	
7	Incorrect result communication	Wrong samples or miscoding of results	<p><u>Staff</u></p> <ul style="list-style-type: none"> <li>2 identical barcodes are provided to subject at check in</li> <li>The subject registers their details to a unique ID barcode before conducting the test</li> <li>Barcodes are attached by trained staff at the sample collection bay</li> <li>Barcodes are checked for congruence at the processing table and applied to Lateral Flow Device. Results recorded on testing room daily test sheet.</li> </ul>	1	3	3	



			<p><u>Students</u></p> <ul style="list-style-type: none"> <li>Students are pre registered with one bar code being applied to a named registration card, held by processor.</li> <li>Processor applies second barcode to Lateral Flow Device</li> <li>Processor applies third barcode to testing room daily test sheet</li> <li>Results recorded on testing room daily test sheet.</li> <li>Bar codes to be applied to mass testing sheet and LFD devices for mass testing only.</li> </ul>				
8	Damaged barcode, lost LFD, failed scan of barcode	Orphaned record on registration portal & No result communicated to individual	<ul style="list-style-type: none"> <li>Rule based recall of subjects who have not received a result within x hrs of registration</li> <li>Subjects are called for a retest</li> </ul>	1	3	3	
9	Incorrect result communication	Wrong samples or miscoding of results	<p><u>Staff</u></p> <ul style="list-style-type: none"> <li>2 identical barcodes are provided to subject at check in</li> <li>The subject registers their details to a unique ID barcode before conducting the test</li> <li>Barcodes are attached by trained staff at the sample collection bay</li> <li>Barcodes are checked for congruence at the processing table and applied to Lateral Flow Device.</li> <li>Results recorded on testing room daily test sheet.</li> </ul> <p><u>Students</u></p> <ul style="list-style-type: none"> <li>Students are pre registered with one bar code being applied to a named registration card, held by processor.</li> <li>Processor applies second barcode to Lateral Flow Device</li> <li>Processor applies third barcode to testing room daily test sheet</li> <li>Results recorded on testing room daily test sheet.4</li> <li>Results uploaded on completion of test result.</li> </ul>	1	3	3	
10	Damaged barcode, lost LFD, failed scan of barcode	Orphaned record on registration portal & No result communicated to individual	<ul style="list-style-type: none"> <li>Rule based recall of subjects who have not received a result within x hrs of registration</li> <li>Subjects are called for a retest</li> </ul>	1	3	3	
11	Extraction solution which comes with the lab test kit contains the following components: $NA_2HPO_4$	These components do not have any hazard labels associated with them, and the manufacturer states that there are no hazards anticipated under conditions of use as described in other	<ul style="list-style-type: none"> <li><b>PPE:</b> nitrile gloves which meet the Regulation (EU) 2016/425 to be used at all times when handling the extraction solution. Safety glasses with side shields which are tested and approved under appropriate government standards to be worn at all times when handling the extraction solution. Impervious clothing to be worn to protect the body from splashes or spillages.</li> <li><b>Environmental:</b> do not let product enter drains</li> </ul>	1	3	3	





## Risk Evaluation

		Consequence of event occurring (Severity)				
		Negligible	Minor	Moderate	Major	Critical
Likelihood of event occurring (Probability)	Almost Certain	Tolerable 5	Substantial 10	Intolerable 15	Intolerable 20	Intolerable 25
	Likely	Tolerable 4	Substantial 8	Intolerable 12	Intolerable 16	Intolerable 20
	Possible	Trivial 3	Tolerable 6	Substantial 9	Intolerable 12	Intolerable 15
	Unlikely	Trivial 2	Tolerable 4	Tolerable 6	Substantial 8	Substantial 10
	Rare	Trivial 1	Trivial 2	Trivial 3	Tolerable 4	Tolerable 5

### Likelihood

**Rare**, will probably never happen/recur  
**Unlikely**, do not expect it to happen, but is possible  
**Possible**, Might happen  
**Likely**, will probably happen  
**Almost Certain**, will undoubtedly happen

### Severity

Negligible  
 Minor  
 Moderate  
 Major  
 Critical

### Risk control strategies

**Intolerable** – stop activity, take immediate action to reduce the risk  
**Substantial** - Take action within an agreed period  
**Tolerable** – monitor the situation  
**Trivial** – No action required

**Declaration** - If the above control measures are implemented the risks posed by the task / process / environment assessed will be controlled to as low as is reasonably practicable.



Persons involved in assessment	H Sanderson		
Signature of Lead Assessor	H Sanderson	Date	04.01.2021

**Reviews** – this assessment should be reviewed at intervals no greater than 12 months or when there are changes in operational procedure, personnel, the work environment or following an incident

Review date	Comments	Reviewed by	Signature	Review date	Comments	Reviewed by	Signature