

Risk assessment template

Company name: Creative Counselling

Assessment carried out by: Bridget McConnell

Date of next review: 21/06/2021

Date assessment was carried out: 08/03/2021

What are the hazards?	Who might be harmed and how?	What are you already doing to control the risks?	What further action do you need to take to control the risks?	Who needs to carry out the action?	When is the action needed by?	Done
<p>Close proximity, facing others and talking for prolonged periods.</p>	<p>Client, supervisees and therapist – risk of infection by droplet and aerosol transmission.</p>	<ul style="list-style-type: none"> • Keeping 2ms apart at all times • Placing chairs at an angle • Opening windows for ventilation • Clients advised arrive on time (rather than early) and wait outside, not in waiting room where possible. • Face masks to be worn in communal areas of the centre, reception and waiting room. 	<p>Using a blended therapy approach combining online and face to face sessions as appropriate in cases of ill health or periods of self-isolation.</p>	<p>Client and therapist and centre staff.</p>	<p>To review in individual cases ongoing.</p>	<p>yes</p>

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Asymptomatic spread of Covid-19	Therapist Client Centre staff and users	<ul style="list-style-type: none"> I work within educational settings so will undertake twice weekly lateral flow testing. If I test positive for covid -19 you will be informed and may be asked by NHS track and trace asked to self-isolate if we have had a session within 48 hours of the positive test. If clients test positive within 48 hours of a session they are asked to notify Bridget McConnell and NHS track and trace. 	Bridget McConnell to conduct lateral flow tests and notify NHS of a positive result and any recent contacts with clients (please see note on confidentiality below).	Bridget McConnell	Regular twice weekly testing	ongoing
Attending sessions after contact with infectious persons.	Client, supervisees and therapist. Increased risk of asymptomatic transmission of COVID-19	<ul style="list-style-type: none"> Both parties to notify each other and NHS Track and Trace after any known contact with an infected individual or testing positive for Covid-19. Resume online sessions in case of testing positive or showing flu like symptoms similar to Covid-19. 	Inform NHS track and trace of any known contact with others who have these symptoms. Self-isolate as advised and resume online sessions.	Bridget McConnell Clients and supervisees	As required if feeling unwell with flu like symptoms: cough, high temperature and loss of taste and smell, or if required to self-isolate.	ongoing

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<p>Contact infection via surfaces in communal areas and treatment rooms.</p>	<p>Client, supervisees therapists and other centre users via contact with surfaces in communal areas.</p>	<ul style="list-style-type: none"> • Encourage hand washing on arrival and before departure for clients, and also between sessions for therapist • Wiping down and dis-infecting door handles, light switches, bathroom taps and other frequently touched surfaces • Using a throw or covers on chairs that will be washed daily and changed between clients. • Centre staff - increased cleaning of communal areas. • Avoid touching own face • Payments to be made online • Quarantine box and disinfectant routine for any objects or creative materials used during therapy 	<p>Maintain cleaning routines as described.</p>	<p>Bridget McConnell Clients Centre Staff</p>	<p>ongoing</p>	<p>yes</p>
<p>Client confidentiality in case of</p>	<p>Client privacy and confidentiality.</p>	<ul style="list-style-type: none"> • Re-contract for information sharing re risks to public safety from COVID-19. • Not disclosing nature or purpose of 	<p>Client notified on blended therapy agreement.</p>	<p>Bridget McConnell</p>	<p>ongoing</p>	<p>As required</p>

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<p>reporting to NHS Track and Trace</p>	<p>Public health and safety.</p>	<p>meeting to NHS Track and Trace (NB: therapist's profession is known and available online)</p> <ul style="list-style-type: none"> If client behaviour is deemed to be hazardous and posing an extreme risk to public health this will be discussed in sessions similarly to other incidences of risk that may require safeguarding actions. 	<p>Notify clients verbally of these changes.</p>			

More information on managing risk: www.hse.gov.uk/simple-health-safety/risk/

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