


Risk assessment for : Coulsdon Home Hardware Ltd







Risk assessment name	Managing Resident & Staff Slips, Trips and Falls	Assessment type	 General
Assessor name	Simon Harris	Affected site(s)	Signature Homes Ltd (CR5 2RA)
Assessment date	20/02/2020	Review period	Annually
Approved by	Simon Harris	Review date	20/02/2021
Approved date	20/02/2020	Reference	ST&F - 001

Description




This Risk Assessment is an example only and must be reviewed / amended to suit your own business practices and working environment.

Hazard	Who could be harmed and how?	Existing controls	Risk rating (L x S)






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 <p>Damaged Equipment. Equipment provided to aid mobility (frames, wheelchairs etc.) may be subject to poor maintenance and/or may be broken.</p>	<p>All staff, Contractors, Members of the public, Operators</p> <p>Service Users</p>	<p> Equipment Maintained & Subject to Thorough Examination All equipment provided to assist residents/service users with mobility and/or to move a resident/service user that has been subject to a fall (hoist etc.) are subject to regular maintenance by certified bodies as time frames recommended by the manufacturer. All equipment is logged and registered under a formal plan of maintenance and examination.</p> <p> Lifting Equipment Supplied All lifting equipment is serviced and maintained every 6 months under LOLER regulations. All instances of maintenance are recorded formally and noted on that individual piece of lifting equipment.</p> <p> Staff Training & Review All applicable staff are trained from point of induction about the correct use of all equipment. Training is reviewed/refreshed regularly in-line with service user requirements. Training includes staff members completing personal 'pre-use' checks of all equipment. For those service users/residents who are appointed with such equipment, they to receive 'pre-use' awareness training where appropriate.</p>	<p>1 x 1</p> <p>1</p> <p>Low</p>
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 <p>Poor Design of Environment. The building may not have been fitted/renovated to a standard that allows for ease of access. This may include narrow corridors or multiple levels on any one route. Certain areas may not be accessible to movement aids - such as wheel chairs or frames. Such areas would be signified on the 'hot spot' floor plan. The environment may also have been inadequately fitted with fixed aids such as handrails and access may present steep and narrow staircases.</p>	<p>All staff, Contractors, Management</p> <p>Service Users</p>	<div style="display: flex; justify-content: space-between;"> <div style="width: 45%;">  <p>Specific Procedures Implemented</p> <p>Fixed aids are monitored for suitability at regular intervals. Any damaged or unsuitable fittings will be repaired/replaced as soon as possible and the area restricted until complete.</p> </div> <div style="width: 45%;">  <p>Unsafe Areas Restricted</p> <p>In the event that a certain part of the building is not safe for either service users or staff members, that area shall be restricted to accessed by appointed personnel only.</p> </div> </div>	<p>1 x 1</p> <p style="color: green; font-size: 2em;">1</p> <p>Low</p>







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 <p>Poor Housekeeping Levels. Obstacles and trip hazards left within communal areas and/or resident dwellings may lead to increased potential of trips and falls. Obstacles may be temporary and or relating to the fixtures and fittings of the building. (loose carpets, equipment cables, damaged door trims etc.)</p>	<p>All staff, Contractors, Members of the public</p> <p>Residents / Service Users</p> <p>How? In tripping and falling over obstacles, individuals may strike the floor with some force - leading to cuts, bruising, musculoskeletal injuries and / or disorders, breakage and/or fracture of bones and potentially death. Long term affects may include isolation due to immobility, poor well-being and further dependency in the care provision.</p>	<div style="display: flex; flex-wrap: wrap;"> <div style="width: 50%;">  <p>'Hot Spots' Floor Plan Designated plan compiled and displayed to highlight areas where obstructions may collate easily and potential hazard is greater. Staff are made aware of the plan.</p> </div> <div style="width: 50%;">  <p>Housekeeping Levels Maintained Plans and schedules of formal cleaning practices are in place and monitored. Checks are completed both proactively and re-actively and any obstacles are reported/removed immediately.</p> </div> <div style="width: 50%;">  <p>Records Kept Any completed checks are formally recorded and reviewed proactively to ensure procedures are working appropriately.</p> </div> <div style="width: 50%;">  <p>Staff Training & Review At point of induction and in regular intervals, all staff are trained in correct housekeeping procedures.</p> </div> </div>	<p>1 x 1</p> <p style="color: green; font-size: 2em;">1</p> <p>Low</p>







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 <p>Poor Lighting. Levels of lighting within certain areas may be insufficient and or not subject to regular repair.</p>	<p>All staff, Contractors, Members of the public</p> <p>Service Users</p> <p>How? Those areas not appropriately illuminated may raise likelihood of individuals not seeing potential trip hazards or obstructions.</p>	 <p>Adequate Lighting Provided Lighting (inc. emergency lighting) is monitored for correct function on an ongoing basis. All instances of insufficient lighting will be reported immediately and dealt with by maintenance staff as soon as possible.</p>	<p>1 x 1</p> <p>1</p> <p>Low</p>







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 <p>Resident/Service User Specific Hazards (Personal & Physical). Individuals may suffer from mental/physical/clinical conditions and/or disorders that may increase the potential of unforeseen falls and/or actions.</p>	<p>All staff, Contractors, Management</p> <p>Residents / Service Users</p> <p>How? Due individual conditions, action/reaction may vary - including fatigue, aggression, instability, weakness, confusion, disorientation, influences / side-effects of prescribed medication etc.</p>	<div style="display: flex; justify-content: space-between;"> <div style="width: 48%;">  <p>Communication with Ambulance Service</p> <p>For those individuals with special requirements disclosed in their individual assessments, formal plans of communication with the emergency services are in place and acknowledged by all staff.</p> </div> <div style="width: 48%;">  <p>Hip Protector Pads Provided</p> <p>Depending on the results of the Falls Risk Assessment, the resident/service user may be provided with hip protector pads to reduce the potential injury caused by the fall.</p> </div> </div> <p>Individual Assessments Completed & Communicated</p>  <p>Each Service User has an independent assessment of their needs and personal requirements. This would include any disability/reason that they may be subject to falls without reason (aka blackouts, convulsions etc.). This may also include the proactive monitoring of service users footwear suitability. All staff are aware of specific detail relating to the information on the individual assessments.</p> <p>Provisions of Written Procedures</p>  <p>The Care Home implements and maintains written procedures covering how to deal with and report incidents regarding the slip, trip or fall of a resident or service user. All staff are briefed and acknowledge such procedures.</p> <p>Service User Risk Assessment</p>  <p>Each Service User has an independent assessment of their needs and personal requirements. This would include any disability/reason that they may be subject to falls without reason (aka blackouts, convulsions etc.). Assessments are completed and reviewed regularly on a proactive basis and in the event of an incident. This may also include the use of an independent Falls Risk Assessment Tool (FRAT).</p>	<p>1 x 1</p> <p style="color: green; font-size: 2em;">1</p> <p>Low</p>

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 <p>Uneven Floor Conditions. As a result of damage, poor maintenance or insufficient design of floor surface and/or coverings. Residents / Service Users</p>	<p>All staff, Contractors, Management</p> <p>Residents / Service Users</p> <p>How? In tripping/falling on uneven/broken surfaces, individuals may strike the floor with some force - leading to cuts, bruising, musculoskeletal injuries and / or disorders, breakage and/or fracture of bones and potentially death. Long term affects may include isolation due to immobility, poor well-being and further dependency in the care provision.</p>	<p> 'Hot Spots' Floor Plan Designated plan compiled and displayed to highlight areas where obstructions may collate easily and potential hazard is greater. Staff are made aware of the plan.</p> <p> All persons aware of fire procedures</p> <p> Floor Conditions Monitored Changeable floor surfaces such as those in outside areas are checked on a regular basis with all inspections documented and reviewed. Uneven floor surfaces would be restricted if it was deemed unsafe.</p> <p> Individual Assessments Completed & Communicated Each Service User has an independent assessment of their needs and personal requirements. This would include any disability/reason that they may be subject to falls without reason (aka blackouts, convulsions etc.). This may also include the proactive monitoring of service users footwear suitability. All staff are aware of specific detail relating to the information on the individual assessments. Assessments, alongside 'Hot Spot' Floor Plan would disclose if service users were positioned close to areas with uneven floor.</p> <p> Provisions of Written Policy Provisions of Written Policy</p>	<p>1 x 1</p> <p>1</p> <p>Low</p>

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 <p>Wet/Slippery Floors. Communal areas may be left wet directly after cleaning and/or spillage by either staff member or resident. This may also include slippery surfaces in external areas such as snow, ice and wet leaves etc. which may affect gardens, car parks and external access points, such as ramps.</p>	<p>All staff, Contractors, visitors</p> <p>Residents / Service Users</p> <p>How? In slipping on wet surfaces, individuals may strike the floor with some force - leading to cuts, bruising, musculoskeletal injuries and / or disorders, breakage and/or fracture of bones and potentially death. Long term affects may include isolation due to immobility, poor well-being and further dependency in the care provision.</p>	<div style="display: flex; flex-wrap: wrap;"> <div style="width: 50%;">  <p>Adequate Signs Displayed In instances where surface are left wet/slippery, adequate signage will be displayed.</p> </div> <div style="width: 50%;">  <p>All persons aware of fire procedures</p> </div> <div style="width: 50%;">  <p>Cleaning Completed Proactively Cleaning including the use of a wet mop, will be completed during hours when resident are less likely to be moving around affected areas.</p> </div> <div style="width: 50%;">  <p>Cleaning/Mopping Procedures Written procedures are developed and communicated to ensure that all cleaning with the use of water involves a full 'dry-up' routine.</p> </div> <div style="width: 50%;">  <p>Specific Procedures Implemented Internal procedures covering the monitoring and disclosure of external slippery surfaces are in place. All areas will be checked routinely before access is permitted. This includes all external areas.</p> </div> </div>	<p>1 x 1</p> <p style="color: green; font-size: 2em;">1</p> <p>Low</p>

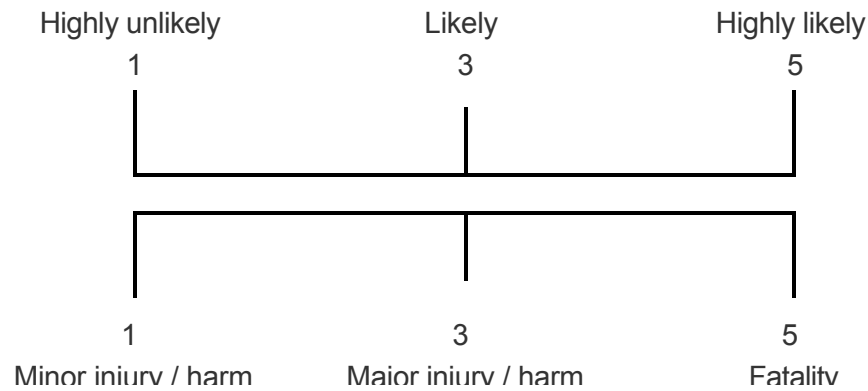
Further control measures

None required

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Risk rating explanation

Risk ratings are calculated by considering the likelihood of an event occurring along with the severity of the potential consequence should an accident occur. After considering existing control measures, values are assigned to the likelihood and severity from the scales below and these figures multiplied to established the risk rating.



	5	10	15	20	25
Probability	4	8	12	16	20
	3	6	9	12	15
	2	4	6	8	10
	1	2	3	4	5
					Severity

What do your risk ratings mean?

- Risk is categorised as LOW: Look to reduce risk if practicable
- Risk has been categorised as MEDIUM: Begin to plan your action to reduce the risk immediately
- Risk has been categorised as HIGH: Immediate action required to reduce the risk

Assessor's signature: Simon Harris

Approved by signature: Simon Harris