

Easy Read



Llywodraeth Cymru
Welsh Government

Coronavirus risk assessment tool

For people who work in health and social care in Wales



This document was written by **Welsh Government**. It is an easier to read version of the **All Wales COVID -19 Workforce Risk Assessment tool**.

October 2020

About this tool



This tool is for people working or volunteering in health and social care in Wales.



It has questions for you to answer.



The questions will help you check if you are at risk of getting seriously ill if you catch coronavirus.



We want to help you understand the risks to your health.



We want to help you and your manager choose the best ways to work at this time, to lower those risks.

Who should use this tool?



You need to use this tool if you work or volunteer in health or social care services.

Shielding



If you were **shielding** before the 16 August you are at **very high risk** of getting ill from coronavirus.



Shielding means you had to stay home because of the risk of getting very ill from coronavirus.

People who should have been **shielding** were sent letters from Welsh Government.



If you were **shielding** you will automatically score 7 points on the risk assessment tool. This puts you in the **very high risk group**.

Vulnerable groups

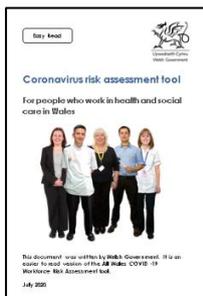


If you are in a **vulnerable group** you are at higher risk of getting seriously ill from coronavirus.

You are in a **vulnerable group** if you usually get offered a flu jab because of your health.



You and your manager should have already worked out the best ways for you to keep safe. For example you may be working from home or your job role may have changed, or you may not be working at this time.



But if you have not already done a risk assessment, please use this 1.



If you have any serious health conditions this means you may be in the **very high risk group**. You may want to talk with your manager to check if it is safe to return to work.



For more information about high risk group check: <https://gov.wales/people-increased-risk-coronavirus>

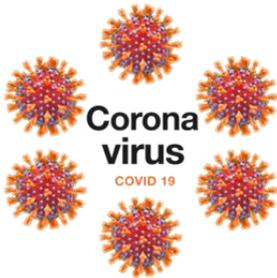
Pregnant women



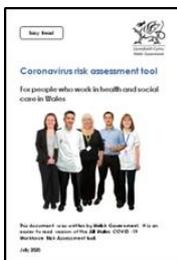
If you are over 28 weeks pregnant you may be at high risk. You must not work face to face with patients. And you should follow the social distancing rules.



If you are pregnant and from a **Black, Asian, Minority or Ethnic (BAME)** background you may be at high risk throughout your pregnancy.



You must not work with people who had a test that shows they have coronavirus throughout your pregnancy.



If you are pregnant, you should already have done a risk assessment. But if you have not already done 1, please use this 1.

How to use this tool



Questions

1. What do you think about it?

Good

Bad

Not sure

Please answer the questions. They are about you and your health. If you need help to answer the questions you can talk to:



- your line manager or people you work with



- your union representative or Occupational Health



- An **advocate** - someone who can speak up for you



- your doctor



Tick all the boxes that apply to you. Add the scores up next to all the boxes you tick.

Questions

About you

Coronavirus seems to be worse for older people, people from certain backgrounds and men

		Score
I am 50 to 59 years old	<input type="checkbox"/>	1
I am 60 to 69 years old	<input type="checkbox"/>	2
I am 70 to 79 years old	<input type="checkbox"/>	4
I am male. I was born a man.	<input type="checkbox"/>	1
I am from a Black, Asian or Minority Ethnic background For example Indian, Chinese, African, Caribbean.	<input type="checkbox"/>	1

About your health

You can talk to your doctor if you are not sure about something here.

		Score
I have heart disease For example, heart attack, stroke, high blood pressure, heart failure.	<input type="checkbox"/>	1
I have Type 1 or Type 2 Diabetes	<input type="checkbox"/>	1
I have chronic lung disease. For example asthma, COPD.	<input type="checkbox"/>	1
I have chronic kidney disease.	<input type="checkbox"/>	1
I have a blood condition. For example Sickle cell trait, Thalassaemia.	<input type="checkbox"/>	1

About your weight

Coronavirus seems to be worse for people who are overweight

Please check your **BMI**. You can check your **BMI** here:

111.wales.nhs.uk/LiveWell/BMICalculator/

BMI means **Body Mass Index**. **BMI** is a way of checking if you are a healthy weight.

	Score
My BMI is more than 30 or my waist is:	
<input type="checkbox"/>	1
<ul style="list-style-type: none">• more than 84cm for a South Asian female• more than 88 cm for other BAME or white female• more than 89cm for a South Asian male• more than 102cm for other BAME or white male	

BAME means people who are black, Asian or other **ethnic minorities** A **minority ethnic** person is someone who lives in a place where most of the other people are a different race.

About my family

You might be more likely to get seriously ill from coronavirus if your mum, dad, brother, sister or children have become very ill from it.

Score

Someone from my close family (under 70 years old) has been in Intensive Care with coronavirus. Or someone from my close family has died from coronavirus.

1

Total Score

Add up all the scores next to the boxes you have ticked. Put your total score in the box:

What do you need to do next?



Talk to your manager about your score. Agree on a plan together to make sure you are kept safe at work. Use the information below to help you.

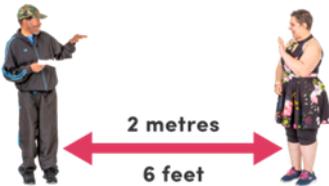
Your score

0 to 3

If your total score is between 0 and 3 you are at low risk



Carry on working as normal. But be careful and follow the rules:



Stay at least 2 metres away from other people.



Wash your hands often and try not to touch your face.



You may need to check the **PPE** you use.

PPE is **Personal Protective Equipment**. It is things you wear to keep yourself safe. For example gloves, masks and aprons

4 to 6

If your total score is between 4 to 6 you are at high risk



Talk to your manager about how you can change your job role to make work safer. Check your **PPE**.

7 or more

If your total score is 7 or more you are at very high risk

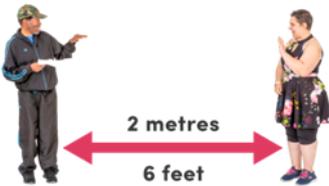


Only go back to work if your workplace has been made safe and you can keep 2m away from others at all times. Where possible work from home or do not work face to face with patients.

Other things you should do to keep safe:



- Wash your hands often with soap



- Keep 2 metres away from people. This is around 3 steps away from others.



- Use the right **PPE** in the right way.



- If you have coronavirus or think you have coronavirus you **must** stay at home. And follow the rules.



- Make sure your training for controlling infections is up-to-date.

Things your employer can do to keep you safe



- Help you use this tool. And choose the best ways of working to keep you safe.



- Change some or all of your duties to keep you safe.



- Check if you can limit face to face contact with people.



- Check if you can work from home.



- Support you not to work for a short time if they cannot keep you safe.

Your plan for keeping safe

After talking with your manager, write your plan for keeping safe here.

What changes will be made to lower your risk at work?

--

Date these changes start:

--

Date this plan should be checked:

--

Your signature:

Date:

**Your managers
signature:**

Date:

How we will use your information



We need to learn quickly about coronavirus and how it affects people.



We will use information from these risk assessments to help us understand more. And protect people better.



We will only use information from risk assessments to help us with our work on coronavirus.



Your contact information will be kept safely and privately. We will not share any information that tells who you are.



You do not have to let us keep any of your information if you do not want us to.



If you have any comments or questions about this risk assessment tool email:

HSS.Covid19.WorkplaceAssessmentSubGroup@gov.wales

Hard words

BAME

BAME means people who are black, Asian or other ethnic minorities. A minority ethnic person is someone who lives in a place where most of the other people are a different race.

PPE

PPE is Personal Protective Equipment. It is things you wear to keep yourself safe. For example gloves, masks and aprons.

Shielding

This means staying home because you are at risk of getting very ill if you get coronavirus. People who should be shielding have been sent letters from Welsh Government.

Vulnerable groups

You are in a vulnerable group if you usually get offered a flu jab because of your health.