



Testing Risk Assessment

This RA has been prepared taking into account the following guidance

1. Gov.uk and PHE Guidance and training for mass testing in schools
2. NHS Test and Trace guidance on Rapid Testing in Schools and Colleges

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Description of task / process / environment being assessed	General and clinical activities on the asymptomatic testing site at Archway School		
Activities Involved	Traversing the site on foot Testing staff and students	Location	Sports Centre
Who Might be affected	Staff member ✓	Student ✓	

Hazard /Associated risks/Control measures			
No	Hazards	Associated risks	Current control/mitigation measures
1	Contact between subjects increasing the risk of transmission of COVID19	Transmission of the virus leading to ill health	<p>Asymptomatic:</p> <ul style="list-style-type: none"> 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 change in taste or smell) or if they are required to self-isolate because they have been in close contact with someone who is displaying symptoms or because of foreign travel <p>Face masks:</p> <ul style="list-style-type: none"> Prominent signage reminding attending subjects of the above to be displayed at the entrance to the building. Face coverings/masks to be worn by subjects at all times whilst on the premises except for brief removal at time of swabbing. Compliance with wearing of face covering/mask of all subjects to be visually checked on arrival by staff Compliance with wearing of face covering/mask of all subjects to be visually checked through building by all staff <p>Hand hygiene:</p> <ul style="list-style-type: none"> All subjects to use hand sanitiser provided on arrival, before and after completing their test. Adherence to this to be enforced by testing staff. <p>Social distancing:</p> <ul style="list-style-type: none"> Two metre social distancing to be maintained between subjects with verbal reminders if necessary, from testing staff 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 staff <p>Cleaning:</p> <ul style="list-style-type: none"> Regular cleaning of the site including wipe down of all potential touchpoints in accordance with PHE guidance
2	Contact between subjects and staff increasing the risk of transmission of COVID19 :	Transmission of the virus leading to ill health	<p>Face masks:</p> <ul style="list-style-type: none"> Face coverings/masks to be worn by subjects at all times whilst on the premises except for brief removal at time of swabbing Appropriate PPE to be worn by staff at all times Staff to be protected by screens

	Welcome & Registration		<ul style="list-style-type: none"> • Compliance with wearing of face covering/mask of all subjects to be visually checked through building by all staff <p>Hand hygiene:</p> <ul style="list-style-type: none"> • All subjects to use hand sanitiser provided on arrival before they start the registration process. Adherence to this to be enforced by testing staff <p>Social distancing:</p> <ul style="list-style-type: none"> • Subjects to remain in marked areas at all times during the registration process • 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 staff <p>Cleaning:</p> <ul style="list-style-type: none"> • Regular cleaning of the registration area, including wipe down of all potential touchpoints in accordance with PHE guidance • No physical handing of documents to subjects except barcodes, registration cards and swabs that are required
3	Contact between subject and test assistant increasing the transmission of COVID19: Sample transport	Transmission of the virus leading to ill health	<p>Face masks:</p> <ul style="list-style-type: none"> • Face coverings/masks to be worn by subjects at all times whilst on the premises except for brief removal at time of swabbing • Appropriate PPE to be worn by staff at all times • Compliance with wearing of face covering/mask of all subjects to be visually checked through building by all staff <p>Hand hygiene:</p> <ul style="list-style-type: none"> • All subjects to use hand sanitiser provided before they start the swabbing process. Adherence to this to be enforced by testing staff <p>Social distancing:</p> <ul style="list-style-type: none"> • Subjects not to enter the testing area until instructed to do so by testing staff • Subjects to remain in testing booths, until directed to leave by testing staff • Barcodes to be given to test assistant to deliver to processing staff • Swabs to be placed in test tube by subject • Test assistant to use the trolley provided to move testing sample between subject and processor • Subjects must not enter the processing area • 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 staff <p>Cleaning:</p> <ul style="list-style-type: none"> • Cleaning of each testing booth to take place by trained cleaner after the completion of each test

			<ul style="list-style-type: none"> • Cleaning of swab trolley to take place at end of session • Cleaning staff to wear full PPE at all times
4	Contact between processors and results recorder increasing the transmission of COVID19: Sample processing & analysis.	Transmission of the virus leading to ill health	<p>Face masks:</p> <ul style="list-style-type: none"> • Full PPE to be worn by processing staff at all times • Appropriate PPE to be worn by results recorder <p>Hand hygiene:</p> <ul style="list-style-type: none"> • Processor to change gloves after each test is processed <p>Social distancing:</p> <ul style="list-style-type: none"> • Subjects must not enter the processing area • Processors must pass the test to the test recorder and maintain social distancing at all times <p>Cleaning:</p> <ul style="list-style-type: none"> • Processor to clean area after each test has been processed
5	Increasing the transmission of COVID19: Sample disposal and waste disposal	Transmission of the virus leading to ill health	All test site staff to follow all training in the disposal of samples and test waste. All test staff to complete training to ensure that appropriate waste bag is used and stored appropriately
6	Incorrect result communication	Transmission of the virus leading to ill health Wrong sample or miscoding of results	<ul style="list-style-type: none"> • 3 identical barcodes are allocated to subject at check in • The subject's details are registered to a unique ID barcode before conducting the test • Unique barcode is attached to consent form and test card. Third barcode is given to the test subject • Barcodes are collected by trained staff from the testing bays and handed to the processing staff • Barcodes are checked for congruence at the processing station and applied to Lateral Flow Device at this station
7	Damaged barcode, lost LFD, failed scan of barcode	Orphaned record on registration portal & No result communicated to individual	<ul style="list-style-type: none"> • Subjects who have not received a result within 48hrs of registration are called for a retest
8	Extraction solution which comes with the lab test kit contains the	These components do not have any hazard labels associated with them, and the manufacturer states that there are no hazards anticipated	<p>PPE:</p> <ul style="list-style-type: none"> • Staff will be required to wear appropriate PPE for the processing role, this will need to include: nitrile gloves which meet the Regulation (EU) 2016/425 to be used at all times when handling the extraction solution

	following components: Na_2HPO_4 (disodium hydrogen phosphate), NaH_2PO_4 (sodium phosphate monobasic), NaCl (Sodium Chloride)	under conditions of use as described in other product literature. This is the case for exposure to: eye, skin, inhalation, ingestion, chronic toxicity, reproductive and developmental toxicity, carcinogenicity, and medical conditions aggravated by exposure.	Safety visors or glasses with side shields which are tested and approved under appropriate government standards will be worn at all times when handling the extraction solution Medical face masks Impervious clothing to be worn to protect the body from splashes or spillages. Environmental: <ul style="list-style-type: none"> do not let product enter drains Spillages: <ul style="list-style-type: none"> wipe surfaces which the solution has been spilt on and dispose of cleaning material in line with the waste disposal procedures Do not use if the solution has expired Training to be provided in handling potentially biohazardous samples, chemicals and good lab practice. Adhere to guidelines in these training procedures to prevent improper handling Adhere to guidelines in these training procedures to prevent improper handling
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Action No	Recommended additional control measures	Responsibility	Frequency
1	Content of the risk assessment to be communicated with all workers as part of induction	Team Leader	Prior to the commencement of testing
2	Completion of all training by testing staff	Team Leader	Prior to commencement of testing
3	Compliance checks for all testing roles	Team Leader	Weekly