



## RISK ASSESSMENT CHECKLIST A

### Covid-19 and Advocacy in Residential Homes, Other Settings and Reg 44

Your safety is our number one priority and we will only resume face to face visits when it is safe to do so.

If you have any concerns about returning to face to face delivery, you should speak to your Service Manager.

The checklist Must be used for every setting to support individual decision making and reviewed for every subsequent visit.

This checklist must be completed by the Visitor and returned via FACT using the NYR number. This will then be signed off by your Service Manager.

If you feel unwell or circumstances change you must inform your line manager immediately.

All visitors must have signed that they have read and understood the general coronavirus fact sheet, face covering and visiting guidance prior to conducting their first visit.

<b>Please complete relevant parts to the place you are visiting.</b>		<b>Comments</b>
Name of Residential Home or other setting		
Advocate/Visitor Name		
Line Manager		
Client ID/ Case Number (if specific)		

Setting/environment	Y/N	Details
Is the setting fully open?		
Is the setting open to essential visitors only?		
First visit, has contact been made with the home to agree COVID 19 protocols.		
Have you had sight of the homes Covid 19 risk assessment?		
Has the setting been contacted on the day of the visit, to check if there are any staff/residents displaying Covid symptoms? If Yes, do not attend the home.		
Is there a facility to ensure that all who use the building are able to wash (or sanitise) their hands soon after entering the building and before leaving?		
What measures have been put in place in order to maintain social distancing?		
Has a suitable meeting room been identified which complies with social distancing?		
Are there any areas of the home restricted that you cannot enter?		
Is there an established cleaning regime in place?		
Can documents required for the visit be sent electronically to reduce the time spent on site?		
Is PPE a requirement of the site?		
If Yes, will the site provide this?		

Advocate/Visitor Risk	Yes/ No	Details
Has the visitor any signs of feeling unwell? (new continuous cough, high temperature or loss of or change in normal taste or smell)		
Has the visitor come into contact with anyone who is displaying Covid 19 symptoms.		
How will the visitor be travelling to the setting? If using public transport government guidelines must be followed.		
Other Considerations	Y/N	Details
Are there consequences for the client/others if meeting does not go ahead?		
<p><b>Comments:</b></p>          <p><b>Decision to agree or not to agree visit/s:</b></p>          <p><b>Assessor:</b> <b>Signed:</b> <b>Date:</b></p>		