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.

Updated February 2021
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.

People who have had the vaccine

A **vaccine** is a type of medicine that can help stop you from getting very ill from an illness. There is now a vaccine available for the coronavirus.

All staff who have had the coronavirus vaccine must still follow the same rules about keeping safe during the coronavirus.

For example, wearing a face mask.

This is because we still don’t know if you can pass the virus onto someone else, even if the vaccine helps stop you from getting sick.
Shielding

If you are on the shielding list you are at a **very high risk** of getting ill from coronavirus.

**Shielding** means you have 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**.

People on the shielding list should work from home.
You should talk to your employer about your situation.

And you can get more information from:  
NHS Employers  
And -  
Workplace guidance for employers and employees

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](https://gov.wales/people-increased-risk-coronavirus)

**Pregnant women**

All pregnant women may be at a higher risk of becoming very ill from coronavirus. So pregnant staff must use this tool.

To find out more information from the government please go to this website: [National guidance](#)
How to use this tool

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

<table>
<thead>
<tr>
<th>Score</th>
<th>Question</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>I am 50 to 59 years old</td>
</tr>
<tr>
<td>2</td>
<td>I am 60 to 69 years old</td>
</tr>
<tr>
<td>4</td>
<td>I am 70 to 79 years old</td>
</tr>
<tr>
<td>1</td>
<td>I am male. I was born a man.</td>
</tr>
<tr>
<td>1</td>
<td>I am from a Black, Asian or Minority Ethnic background</td>
</tr>
<tr>
<td></td>
<td>For example Indian, Chinese, African, Caribbean.</td>
</tr>
</tbody>
</table>

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

<table>
<thead>
<tr>
<th>Score</th>
<th>Question</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>I have heart disease</td>
</tr>
<tr>
<td></td>
<td>For example, heart attack, stroke, high blood pressure, heart failure.</td>
</tr>
<tr>
<td>1</td>
<td>I have Type 1 or Type 2 Diabetes</td>
</tr>
</tbody>
</table>
I have chronic lung disease. For example asthma, COPD. □ 1

I have chronic kidney disease. □ 1

I have a blood condition. For example Sickle cell trait, Thalassaemia. □ 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.

My BMI is more than 30 or your waist is:

- 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.

You should work from home. And speak to your employer.
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.

**Vaccine**
A vaccine is a type of medicine that can help stop you from getting very ill from an illness. There is now a vaccine available for the coronavirus.

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