**Covid-19 in-person visit in lockdown risk assessment**

All visits must be agreed with your line Manager in advance. You should explore all options for both remote or in person contact to establish what is best for the client. If you feel a visit is required, you must complete this form and discuss with your manager before you visit. No visit should go ahead without the permission of your line manager.

About the Visit

|  |  |
| --- | --- |
| **Advocate:** | Click or tap here to enter text. |
| **Referral No:** | Click or tap here to enter text. |
| **Date of Risk Assessment:** | Click or tap here to enter text. |
|  |  |
| Where visit will take place: | Click or tap here to enter text. |
| What would be the impact on the client of not receiving an in-person visit? | Click or tap here to enter text. |
| What alternatives have been considered and why won’t they work? | Click or tap here to enter text. |

Identification of Risks

|  |  |  |  |
| --- | --- | --- | --- |
| **Check** | **Risk?** | **Measures to reduce risk** | **Is risk reduced to an acceptable level?** |
| Confirm whether the client is showing symptoms or tested positive for Covid-19 | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. |
| Confirm whether you will be in an environment (specific ward/care home wing etc) where other people are showing symptoms or tested positive for Covid-19 | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. |
| You and no-one in your household are showing symptoms or tested positive for Covid-19 | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. |
| Check if Personal Protective Equipment (PPE) is being used by staff at the location – and if so can you access this for the visit? | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. |
| For visits to clients homes, is PPE required or can you meet outside/maintain 2M distance etc? | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. |
| Any other risks identified | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. |

General rules:

* ensure you have discussed access with the professional in charge
* show and wear your badge
* take a copy of the letter explaining you are a key worker
* ensure you can keep the 2-metre rule apart from everyone you come into contact with
* ensure robust hand washing upon entry and leaving, and not touching your face
* keep your visit time down to the minimum required to do your work
* for visits to a client’s private home, if anyone in the household is showing signs of Covid-19, including coughing, then the visit must **not** go ahead

**Visit Approved Yes/No** Click or tap here to enter text. **Approving Manager Name:** Click or tap here to enter text.