

Business Unit: <b>SAS Frontline Operations</b>	Department: <b>All Divisions</b>	<b>RISK ASSESSMENT</b>	
Equipment/Operation/Environment Assessed: <b>Attending RTC Incident</b>	Staff at Risk: <b>Ambulance Staff</b>	Assessor: [REDACTED]	Assessment Ref: <b>GEN RA 008</b>
Application Requested: <b>Review</b>	Others at Risk: <b>Patients and third parties</b>	Date assessment carried out: <b>March 2015</b>	
Description & Purpose of Process /Product: <b>Attending RTC Incident</b>			

HAZARDS & CONSEQUENCES (Equipment, Operational, Environment)	Pre-assessment score			Control Measures Required: Can the hazard be eliminated altogether? Can the hazard be replaced with something less hazardous? Can the hazard be separated from those it may harm? Can the work be reorganised to reduce the risk? Can personal protective equipment be used?	Post- assessment score			Remarks
	Sev	Likely	Risk Rating		Sev	Likely	Risk Rating	
<b>Generic Operations including:</b>  Travelling to scene, parking in fend off position, transporting medical equipment to scene, crews called forward, stand down and recovery, transferring patient from scene to ambulance, removing patient on spinal board, slip, trip fall etc.	<b>4</b>	<b>4</b>	<b>16</b>	<ul style="list-style-type: none"> <li>Follow SSOW for GEN RA 028 and GEN RA 032</li> </ul>	<b>4</b>	<b>3</b>	<b>12</b>	

<p><b>Assessing / treatment of patient at scene:</b></p> <ul style="list-style-type: none"> <li>➤ Hazardous materials at scene, Residual oil, petrol, diesel vapours / liquid spills, glass, sharps and debris.</li> <li>➤ Fire, explosion, noise from Fire Service operations.</li> <li>➤ Trauma From vehicle strike.</li> <li>➤ Violence from patient and bystanders.</li> </ul>	4	3	12	<ul style="list-style-type: none"> <li>• Ensure staff have received the appropriate health and safety training, including dynamic risk assessment as per service policy HS008 Health and Safety Training Requirements.</li> <li>• Ensure staff have been provided with and wear appropriate PPE as required by current operational procedures.</li> <li>• Ensure you conduct dynamic risk assessment on arrival at scene</li> <li>• Ensure training guidelines are followed including regular sit rep updates</li> <li>• Always request other agencies to attend the scene as required including SORT</li> <li>• Use Agreed RVP as advised by ACC via other Services as required</li> <li>• Always have duty officer informed</li> <li>• Duty Officer to attend where required</li> <li>• Have Duty Officer on scene conduct a safety brief, where required.</li> <li>• In the event of violence and aggression withdraw to place of safety and advise ACC and await police back up as per service violence and aggression policy 006.</li> <li>• Ensure staff are trained on induction and on refresher (MABO) Course training on how to de-escalate potentially violent and aggressive situations.</li> <li>• Follow SSOW for this and all associated tasks</li> </ul>	4	1	4	
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<p><b>Assessing / treatment of patient at scene down an embankment / ditch:</b></p> <p>Slips, trips, falls, musculoskeletal injuries.</p>	3	3	9	<ul style="list-style-type: none"> <li>• Ensure staff have received the appropriate health and safety training, including dynamic risk assessment as per service policy HS008 Health and Safety Training Requirements.</li> <li>• Ensure staff have been provided with and wear appropriate PPE as required by current operational procedures.</li> <li>• Ensure you conduct dynamic risk assessment on arrival at scene</li> <li>• Ensure training guidelines are followed including regular sit rep updates</li> <li>• Always request other agencies to attend the scene as required including SORT.</li> <li>• Use Agreed RVP as advised by ACC via other Services</li> <li>• Always have duty officer informed</li> <li>• Duty Officer to attend where required</li> <li>• Have Duty Officer on scene conduct a safety brief</li> <li>• Fire service attendance to stabilise vehicle and assist in casualty transfer to ambulance vehicle as required.</li> <li>• Ensure Manual Handling Training is up to date as per the Service Manual Handling Policy and procedure reference 007 Manual Handling Policy and 007a Bariatric Patient Handling</li> </ul>	3	1	3	
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<p><b>Assessing / treatment of patient at scene whilst fire service stabilise vehicle / remove vehicle roof / windscreen:</b></p> <p>Electrical / hydraulic cutting gear, hydraulic cushions lines used by Fire service. Contact injuries, broken bones, particulate dust inhalation from windscreen cutting.</p>	3	3	9	<ul style="list-style-type: none"> <li>• Ensure staff have received the appropriate health and safety training, including dynamic risk assessment as per service policy HS008 Health and Safety Training Requirements.</li> <li>• Ensure staff have been provided with and wear appropriate PPE as required by current operational procedures. Procedures to include FFP3 Mask provided and worn when in the vicinity of any cutting operation</li> <li>• Ensure patient is supplied with and wears FFP3 Mask.</li> <li>• Ensure you conduct dynamic risk assessment on arrival at scene</li> <li>• Ensure training guidelines are followed including regular sit rep updates</li> <li>• Always request attendance and liaise with other Services (Fire &amp; Rescue, Police etc.</li> <li>• Use Agreed RVP as advised by ACC via other Services</li> <li>• Always have duty officer informed</li> <li>• Have Senior Officer on scene conduct a safety brief</li> <li>• Request ACC to deploy S.O.R.T. if required</li> <li>• Duty Officer to attend where required</li> <li>• Follow fire service guidance and instruction during stabilisation of the vehicle.</li> </ul>	3	1	3	
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<p><b>Removing patient from vehicle using a spine board:</b></p> <p>Musculoskeletal injuries due to poor manual handling techniques due to position and weight of patient in a confined working environment.</p>	3	3	9	<ul style="list-style-type: none"> <li>• Ensure staff have received the appropriate health and safety training, including dynamic risk assessment as per service policy HS008 Health and Safety Training Requirements.</li> <li>• Ensure staff have been provided with and wear appropriate PPE as required by current operational procedures.</li> <li>• Ensure you conduct dynamic risk assessment on arrival at scene</li> <li>• Ensure training guidelines are followed including regular sit rep updates</li> <li>• Ensure Manual Handling Training is up to date as per the Service Mnaual Handling Policy and procedure reference 007 Manual Handling Policy and 007a Bariatric Patient Handling</li> <li>• Always request attendance and liaise with other Services (Fire &amp; Rescue, Police etc.</li> <li>• Use Agreed RVP as advised by ACC via other Services</li> <li>• Always have duty officer informed</li> <li>• Have Senior Officer on scene conduct a safety brief</li> <li>• Ensure staff have been provided with and wear appropriate PPE as required by current operational procedures.</li> <li>• Request ACC to deploy S.O.R.T. if required</li> <li>• Duty Officer to attend where required</li> <li>• Follow service procedure for patient extrication. Reference patient handling risk assessment RA38 patient extrication.</li> <li>• Seek assistance in the patient extrication from other emergency service at scene where required</li> </ul>	3	1	3	
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<p><b>Assessing / treating patient in a contaminated environment:</b></p> <p>Cross infection to open wounds cuts / abrasions / infection, needle stick type injuries from sharp objects</p>	3	4	12	<ul style="list-style-type: none"> <li>• Ensure staff have received the appropriate health and safety training, including dynamic risk assessment as per service policy HS008 Health and Safety Training Requirements.</li> <li>• Ensure staff have been provided with and wear appropriate PPE as required by current operational procedures.</li> <li>• Ensure you conduct dynamic risk assessment on arrival at scene</li> <li>• Ensure training guidelines are followed including regular sit rep updates</li> <li>• Ensure staff are provided with and wear appropriate PPE and use clean/sterile equipment.</li> <li>• Always follow Service procedures and protocols for cleaning and treating wounds in harsh environments, followed by appropriate follow up treatment at A&amp;E.</li> <li>• Always refer to Service Infection Control Policy and procedures 003 with regard to decontamination of uniform / PPE and self.</li> <li>• Ensure the vehicle is withdrawn from operational duties and cleaned to required standards prior to going back into service if contaminated</li> <li>• Follow SAS Infection control procedures in the event of contamination to an injury sustained during the treatment of a patient.</li> <li>• Seek Occupational Health advice and assurance in the event of uncertainty.</li> <li>• Always document how and when injury occurred and report using the service Incident Reporting system – DATIX</li> </ul>	3	2	6	

### RISK RATINGS:

Risk ratings are calculated using the two charts below.

The Severity score relates to the most likely outcome of an individual being exposed to the hazard. E.g. Resulting in an injury.

The Likelihood score relates to the individual being exposed to the hazard and being injured. E.g. Opportunity of occurrence.

Multiplying the Severity by the Likelihood equals the RISK RATING.

*The **Pre-assessment score** is calculated considering the person to be fully fit and active and without special needs or requirements but is untrained and unqualified in this specific area being assessed.*

*The **Post –assessment score** is any remaining risk after **all control measures** have been implemented.*

**The lower risk rating scores are only relevant once all the control measures are in place and actioned.**

Severity		Definition	Likelihood		Definition
1	Negligible	Minor injury not requiring first aid	1	Rare	Can't believe this event would happen – will only happen in exceptional circumstances.
2	Minor	Minor injury or illness, first aid treatment required	2	Unlikely	Not expected to happen, but definite potential exists – unlikely to occur
3	Moderate	RIDDOR over 7 day's injury and dangerous occurrences. Agency reportable e.g. Police (Violent and aggressive acts). Significant injury requiring medical treatment and/or counselling	3	Possible	May occur occasionally , has happened before on occasions, reasonable chance or occurring
4	Major	RIDDOR – major injuries, or long term incapacity/disability (e.g. loss of limb), requiring medical treatment and/or counselling	4	Likely	Strong possibility that this could occur – likely to occur
5	Extreme	RIDDOR – death or major permanent incapacity	5	Almost Certain	This is expected to occur frequently/ in most circumstances – more likely to occur than not.

*Likelihood scores are based upon a single user, the anticipated or actual frequency of operation and likelihood of occurrence.*

**Risk Ratings – 20 to 25 = Very High risk, 10 to 19 = High risk, 4 to 9 = Medium risk, 1 to 3 = Low risk.**

Business Unit: <b>SAS Frontline Staff</b>	Department: <b>All Divisions</b>	<b>MINIMUM STANDARDS (Management Controls)</b>		
Equipment/Operation/Environment Assessed: <b>Attending RTC Incident</b>		Staff at Risk: <b>Ambulance Staff</b>	Assessor: [REDACTED]	Assessment Ref: <b>GEN RA 008</b>
Application Requested: <b>Review</b>		Others at Risk: <b>Patients and third parties</b>	Date assessment carried out: <b>March 2015</b>	
Description & Purpose of Process /Product: <b>Attending RTC Incident</b>				

*A risk assessment has been carried out on the subject above. These minimum standards form part of the control measures that MUST be implemented to reduce those risks to acceptable levels.*

*Failure to implement these standards may lead to personal injuries and, as they are based on legislation and/or best practice, may lead to prosecution.*

<b>Hazard</b>	<b>Responsibility</b>	<b>Minimum Standard</b>	<b>Status Implemented/ Outstanding</b>	<b>Date</b>
<b>Generic Operations including:</b>  Travelling to scene, parking in fend off position, transporting medical equipment to scene, crews called forward, stand down and recovery, transferring patient from scene to ambulance, removing patient on spinal board, slip, trip fall etc.	Area Service Manager	Ensure all staff are aware of and follow SSOw for GEN 028 and GEN 032		



Hazard	Responsibility	Minimum Standard	Status Implemented/ Outstanding	Date
<b>Assessing / treatment of patient at scene:</b>  Hazardous materials at scene, Residual oil, petrol, diesel vapours / liquid spills, glass, sharps and debris. Fire, explosion, noise from Fire Service operations. Trauma From vehicle strike.	Area Service Manager	Ensure staff have received the appropriate Health and Safety training , including dynamic risk assessment as per Service policy HS008 Health and Safety training requirements		
		Ensure staff have been provided with and wear appropriate PPE as required by current operational procedures.		
		Ensure staff are aware of how to find relevant policies, procedures and guidelines		
		Have Senior Officer on scene conduct a safety briefing		
	ACC	Always have duty officer deployed		
		Respond and facilitate crews request for assistance and contact relevant persons relative to type of incident		
		Update on call Divisional on call Ops Manager as required		
<b>Assessing / treatment of patient at scene down an embankment / ditch:</b>  Slips, trips, falls, musculoskeletal injuries.	Area Service Manager	Ensure staff have received the appropriate Health and Safety training , including dynamic risk assessment as per Service policy HS008 Health and Safety training requirements		
		Ensure staff have been provided with and wear appropriate PPE as required by current operational procedures.		
		Ensure staff are aware of how to find relevant policies, procedures and guidelines		
		Have Senior Officer on scene conduct a safety briefing		
	ACC	Always have duty officer deployed		
		Respond and facilitate crews request for assistance and contact relevant persons relative to type of incident		
		Update on call Divisional on call Ops Manager as required		
<b>Assessing / treatment of patient at scene whilst fire service stabilise vehicle / remove vehicle roof / windscreen:</b>  Electrical / hydraulic cutting	Area Service Manager	Ensure staff have received the appropriate Health and Safety training , including dynamic risk assessment as per Service policy HS008 Health and Safety training requirements		
		Ensure all staff are provided with suitable and sufficient PPE including FFP3 mask as per current operational procedures		
		Ensure staff are aware of how to find relevant policies, procedures and guidelines		

Hazard	Responsibility	Minimum Standard	Status Implemented/ Outstanding	Date
gear, hydraulic cushions lines used by Fire service. Contact injuries, broken bones, particulate dust inhalation from windscreen cutting.		Have Senior Officer on scene conduct a safety briefing		
	ACC	Always have duty officer deployed		
		Respond and facilitate crews request for assistance and contact relevant persons relative to type of incident Update on call Divisional on call Ops Manager as required		
<b>Removing patient from vehicle using a spine board:</b>  Musculoskeletal injuries due to poor manual handling techniques due to position of patient in a confined working environment.	Area Service Manager	Ensure staff have received the appropriate Health and Safety training , including dynamic risk assessment as per Service policy HS008 Health and Safety training requirements		
		Ensure staff have been provided with and wear appropriate PPE as required by current operational procedures.		
		Ensure staff are aware of how to find relevant policies, procedures and guidelines including service procedure for patient extrication. Reference patient handling risk assessment RA38 patient extrication.		
		Have Senior Officer on scene conduct a safety briefing		
	ACC	Always have duty officer deployed		
		Respond and facilitate crews request for assistance and contact relevant persons relative to type of incident		
		Update on call Divisional on call Ops Manager as required Update on call Divisional on call Ops Manager as required		
<b>The lower risk rating scores are only relevant when the control measures are in place and actioned.</b>				

Hazard	Responsibility	<u>Additional control measures proposed but NOT implemented at this time and the reasons for decision</u>	Residual risk rating			Signed by management	Date
			Sev	Likely	Risk		
		Control: -					
		Rationale: -					
		Control: -					
		Rationale: -					

Business Unit: <b>SAS Frontline Staff</b>	Department: <b>All Divisions</b>	<b>SAFE SYSTEMS OF WORK (Staff Controls)</b>	
Equipment/Operation/Environment Assessed: <b>Attending RTC Incident</b>	Staff at Risk: <b>Ambulance Staff</b>	Assessor: [REDACTED]	Assessment Ref: <b>GEN RA 008</b>
Application Requested: <b>Review</b>	Others at Risk: <b>Patients and third parties</b>	Date assessment carried out: <b>March 2015</b>	
Description & Purpose of Process /Product: <b>Attending RTC Incident</b>			
<b>Identified Hazards including generic operations:-</b> <ul style="list-style-type: none"> <li>• <b>Assessing / treatment of patient at scene:</b> Hazardous materials at scene, Residual oil, petrol, diesel vapours / liquid spills, glass, sharps and debris. Fire, explosion, noise from Fire Service operations. TraumaFrom vehicle strike.</li> <li>• <b>Assessing / treatment of patient at scene down an embankment / ditch:</b> Slips, trips, falls, musculoskeletal injuries.</li> <li>• <b>Assessing / treatment of patient at scene whilst fire service stabilise vehicle / remove vehicle roof / windscreen:</b> Electrical / hydraulic cutting gear, hydraulic cushions lines used by Fire service. Contact injuries, broken bones, particulate dust inhalation from windscreen cutting.</li> </ul>		<ul style="list-style-type: none"> <li>• <b>Removing patient from vehicle using a spine board:</b> Musculoskeletal injuries due to poor manual handling techniques due to position of patient in a confined working environment.</li> <li>• <b>Assessing / treating patient in a contaminated environment:</b> Cross infection to open wounds cuts / abrasions / infection, needle stick type injuries from sharp objects.</li> </ul>	

This safe system of work must be followed at all times. A copy of the full risk assessment is available on request.

<b><u>ALWAYS:</u></b>	<b><u>NEVER:</u></b>
<ul style="list-style-type: none"> <li>• Ensure you conduct dynamic risk assessment on arrival at scene</li> <li>• Ensure training guidelines are followed including regular sit rep updates</li> <li>• Follow SSOW for GEN 028 and GEN 032 and all associated tasks.</li> <li>• Always follow SAS Driver Training and MORR Policy.</li> <li>• Request fire service attendance at all RTC scenes involving, Fire, Entrapment, Fluid / Fuel spillage, Damage to services, Gas, Electricity, Water, Sewage.</li> <li>• Request Via Acc for Duty Officer to be informed to attend.</li> <li>• Always request attendance other emergency services to scene via ACC if required</li> <li>• Use Agreed RVP as agreed via ACC</li> <li>• Have Senior Officer on scene conduct a safety brief</li> <li>• Ensure PPE as required by current Operational Procedures to include jacket, boots etc is provided and worn.</li> <li>• Request ACC to deploy S.O.R.T. if required</li> <li>• Ensure PPE as required by current Operational Procedures to include FFP3 Mask , is worn when in the vicinity of any cutting operation</li> <li>• Follow service procedure for patient extrication. Reference patient handling risk assessment RA38 patient extrication.</li> <li>• Seek Assistance in the patient extrication via Fire Service or other emergency service at scene where required</li> <li>• If personally injured, Always follow Service procedures and protocols for cleaning and treating wounds in harsh environments, followed by appropriate follow up treatment at A&amp;E.</li> <li>• Always refer to Service Infection Control Policy and procedures 003 with regard to decontamination of uniform / PPE and self.</li> <li>• Ensure the vehicle is withdrawn from operational duties and cleaned to required standards prior to going back into service if contaminated</li> <li>• Always document how and when injury occurred and report using the service Incident Reporting system – DATIX</li> <li>• Seek Occupational Health advice and assurance in the event of uncertainty.</li> <li>•</li> </ul>	<ul style="list-style-type: none"> <li>• <b>Enter the scene of an RTC incident until you have assessed and evaluated the scene for crew safety.</b></li> <li>• <b>Enter the incident scene without full high visibility PPE clothing.</b></li> </ul>
	<p><b><u>REMEMBER:-</u></b></p> <p>Follow SSOW for this and all associated tasks.</p> <p><b>Never leave the vehicle in an unfend off position where practicable</b></p>

Business Unit: <b>SAS Frontline Staff</b>		Department: <b>All Divisions</b>		<b>APPROVAL &amp; REVIEW</b>	
Equipment/Operation/Environment Assessed: <b>Attending RTC Incident</b>		Staff at Risk: <b>Ambulance Staff</b>		Assessor: [REDACTED]	Assessment Ref: <b>GEN RA 008</b>
Application Requested: <b>Review</b>		Others at Risk: <b>Patients and third parties</b>		Date assessment carried out: <b>March 2015</b>	
Description & Purpose of Process /Product: <b>Attending RTC Incident</b>					
<b>This Risk assessment has been approved by the following persons</b>	<b>Appointment &amp;/or Role</b>	<b>Name</b>	<b>Signature</b>	<b>Date</b>	
	<b>H&amp;S Team.</b>	[REDACTED]	[REDACTED]	<b>29/01/16</b>	
	<b>Responsible Senior manager on behalf of the SAS BU.</b>	[REDACTED]	[REDACTED]	<b>24/10/16</b>	
	<b>Staff side Representative</b>	[REDACTED]	[REDACTED]	<b>29/01/16</b>	

**All Assessments must be made available to the staff at risk and be available for inspection during Audits and by Enforcing Authorities**

Highest Rating (excluding Generic Operations) without control:	<b>16</b>	Highest Rating (excluding Generic Operations) with control:	<b>12</b>	<b>This assessment will be reviewed following the H&amp;S Dept being notified of any significant changes to the equipment, operation or environment by the Business Unit.</b>
Summary:				

Assessment Review Due to: - e.g.

Assessment Review Due to: - e.g. Biennial review, change in process, incident occurring

**Biennial Review Completed September 2018 – No changes made to risk ratings**

This Risk assessment has been approved by the following persons	Appointment &/or Role	Name	Signature	Date
	H&S Consultant	[REDACTED]	[REDACTED]	17/09/2018
	Responsible Senior Manager on behalf of SAS BU	[REDACTED]	[REDACTED]	17/09/2018
	Staffside Representative	[REDACTED]	[REDACTED]	18/09/2018

Assessment Review Due to: - e.g. Biennial review, change in process, incident occurring

**Biennial Review Completed July 2020 – No changes made to risk ratings**

This Risk assessment has been approved by the following persons	Appointment &/or Role	Name	Signature	Date
	H&S Consultant	[REDACTED]	[REDACTED]	07/07/20
	Responsible Senior Manager on behalf of SAS BU	[REDACTED]	[REDACTED]	07/07/2020
	Staffside Representative	[REDACTED]	[REDACTED]	07/07/20

Assessment Review Due to: - e.g. **Biennial review, change in process, incident occurring**

**Biennial Review Completed September 2022 – No changes made to risk ratings**

This Risk assessment has been approved by the following persons	Appointment &/or Role	Name	Signature	Date
	H&S Consultant	[REDACTED]	[REDACTED]	09/09/2022
	Responsible Senior Manager on behalf of SAS BU	[REDACTED]	[REDACTED]	23/10/2022
	Staffside Representative	[REDACTED]	[REDACTED]	24/10/2022