

## Health and Safety Risk assessment

Company:	Charles Landau Dentistry	Location:	6 Prebend Street, Islington, London N1 8PT	Date:	4 <sup>th</sup> to 7 <sup>th</sup> September 2023
Assessors:	Ben Lauffer & Karen Suarez	Operation:	Dental	Review:	September 2024

See Risk Assessment Matrix Table for Risk Level Calculations. (L) Likelihood (S) Severity R (Risk) attached

Hazards associated with this work	Persons affected	Risk level	Control measures	On-going controls (implementing all controls will reduce the risk)	New risk level
Contact with biological hazards, hazardous materials (including pharmaceutical active compounds), equipment, DSE, electricity, fire medical gas, violence & aggression, manual handling, radiation, sharps and medical waste, security, medical procedures, legionella, vulnerable persons, autoclaves, data protection and storage, slips, trips and falls.	<p>Persons at risk: The owner /operator, staff, clients and visitors</p> <p>Lone working: Due to the nature of the works undertaken, it is unlikely that persons will be lone working. Where possible, this will be avoided. Any activities involving patients and visitors will be avoided, where possible, as a lone working activity.</p> <p>Contact with emergency services and nominated person will be via mobile phone. Full emergency procedures in the event of adverse reactions or unplanned, unwanted events are in place.</p>	<p>Likelihood X Severity</p> <p>See specific risk below</p>	<p>The premises are purpose built and with equipped facilities. Systems and procedures are in place to ensure safe and effective treatment of patients. This includes premises, equipment, facilities and activities relating to staff. Patient safety is the highest priority with appropriate control measures in place. All aspects of safety have been considered including premises staff interactions, data protection and treatments (including post-treatment care). These are rigorously enforced and checked on an ongoing basis, with relevant records kept.</p>	<p>Responsible persons are to ensure work is carried out safely, in accordance with this assessment and to raise any safety concerns promptly by seeking competent advice.</p> <p>Premises and systems are maintained in accordance with regulatory requirements, guidance documents and recognised good practice.</p> <p>On-going information instruction and training is preformed as part of continuing professional development.</p>	<p>Likelihood X Severity</p> <p>See specific risk below</p>

--	--	--	--	--	--

Hazards associated with this work	Possible Consequences	Risk Level			Control measures	On-going controls (implementing all controls will reduce the risk)	New Risk Level		
		L	S	R			L	S	R
<b>Hazardous Events</b> Outbreak of Covid 19 <i>See separate Covid 19 Risk Assessments in Covid File</i>	<b>Consequences</b> Potentially fatal form of Corona Virus, with increased risk of fatality to vulnerable groups, potentially including death.	4	5	12	<b>See separate Covid 19 Risk Assessments in Covid File</b>	<b>See separate Covid 19 Risk Assessments in Covid File</b>	3	3	3
Equipment failure.	Patient safety compromised during critical operations. Worst case scenario fatality from medical equipment failure!	2	5	10	Premises installed with safety features such as battery back-up for critical equipment. Defibrillator on site, and easily accessed.  Safe systems and emergency procedures in place for critical equipment failure.	Equipment maintained, checked and serviced by competent persons on a regular basis (recorded).  Staff training (including refresher) for emergency procedures.	1	4	4
Display screen (DSE) USE: Ergonomics, stress, electrocution.	Fatigue, eye strain, work related upper limb disorders (WRULDs), backache, stress.	3	3	9	DSE assessments performed for staff using workstations 1 hour or more each day.  Appropriate equipment provided to comply with DSE regulations. <a href="http://www.hse.gov.uk/pubns/indg36.pdf">http://www.hse.gov.uk/pubns/indg36.pdf</a> "Working with display screen equipment (DSE)" such as adjustable chairs, separate keyboard and mouse.  Correct set up and environment for DSE equipment regularly used; lighting, temperature, position, ventilation, space.	Correct training provided for DSE users, including the software systems worked on.  Electrical safety of equipment checked on a periodic basis.  Checklist for DSE assessment reviewed on a periodic basis by a competent person.	1	5	5

					DSE users to take regular breaks			
--	--	--	--	--	----------------------------------	--	--	--

Hazards associated with this work	Possible consequences	Risk level			Control measures	On-going Controls (implementing all controls will reduce the risk)	New risk level		
		L	S	R			L	S	R
<b>Hazardous Events;</b> Electrocution	<b>Consequences;</b> <b>Electrical burns &amp; heart failure.</b> <b>Worst case scenario is DEATH!</b>	2	5	10	All equipment is newly installed. Mains electrical testing and commissioning has been performed by a competent person with certification. PAT testing regime implemented with appropriate records.	Equipment is checked regularly and stored/maintained appropriately. Faulty or worn equipment taken out of service for repair or replacement. Electrically powered equipment thoroughly checked and/or PAT tested regularly.	1		4
<b>Hazardous Events:</b> Fire Leading to smoke, flame, structural collapse, explosion, chemical exposure, inhalation of toxic chemicals.	<b>Consequences;</b> Smoke inhalation, lung damage, 1 <sup>st</sup> to 3 <sup>rd</sup> degree burns, fatal injuries from being in the vicinity of an explosion, crushing.  <b>Worst case scenario in the event of a fire is DEATH!</b>	2	5	10	Full fire safety prevention and protection feature installed in the building. Staff are fire awareness trained including a trained fire warden.  In the event of a fire emergency services will be called.  Fire risk assessment performed by competent persons under RRFSo 2005. Actions have been taken to reduce the risk to as low as is reasonably practicable for the premises.	Information, instruction, training and supervision is provided to staff on fire safety matters.  Fire drills, fire safety checks, equipment testing, general housekeeping and building services maintenance performed on an ongoing basis.  Appropriate storage of combustible/flammable materials which includes amount and avoidance of incompatible material storage.	1	5	5

Hazards associated with this work	Possible Consequences	Risk Level			Control Measures	On-going Controls (implementing all controls will reduce the risk)	New Risk Level		
		L	S	R			L	S	R
<p><b>Hazardous Events;</b> Medical gases: failure to operate effectively or risk of explosion.</p>	<p><b>Consequences;</b> Failure to provide required gas under operation conditions leading to increased risk of patient adverse event. Possible risk of explosion during fire.</p>	3	3	9	<p>Manual oxygen cylinder available.</p> <p>Staff trained in emergency CPR.</p>	<p>Equipment maintained, checked and serviced at appropriate intervals.</p> <p>Regular servicing and re-order of supply.</p>	1	4	4
<p><b>Hazardous Events:</b> Premises unsuitable for public. aggressive and abusive members of the public</p>	<p><b>Consequences;</b> Laceration, contusion or abrasions, fractures, concussion. Psychological stress, depression, chronic illness.</p>	3	4	12	<p>Premises to be safe for public use in accordance with electrical safety and good housekeeping.</p> <p>First aid equipment available on site.</p> <p>Staff aware of what to do if incidents occur, including recording and reporting information.</p> <p>Site security system and procedures in place to ensure staff protection.</p> <p>Consultation and liaison with clients throughout the service process to ensure clients satisfaction, including actions to take to rectify complaints.</p>	<p>Consideration by the company on procedures such as cash handling to minimise risk to staff, with information instruction and training.</p> <p>First aid training where appropriate.</p> <p>Company to support staff in the event of incidents e.g: debriefing.</p>	1	4	4

Hazards associated with this work	Possible Consequences	Risk Level			Control Measures	On-going Controls (implementing all controls will reduce the risk)	New Risk Level		
		L	S	R			L	S	R
<p><b>Hazardous Events;</b> Lifting incorrectly or beyond ability, dropping an item.</p> <p><b>Task-</b> lifting and carrying and holding</p> <p><b>Individual-</b> fit and strong with no history of back trouble.</p> <p><b>Load-</b> small equipment, deliveries (boxes).</p> <p><b>Environment-</b> Treatment room and dental centre and immediate surroundings.</p>	<p><b>Consequences;</b> Slipped disk or other muscular-skeletal injuries, such as sprains, strains, fractures, concussion, contusion or abrasions.</p>	<b>2</b>	<b>3</b>	<b>6</b>	<p>Manual handling to be avoided where practical and minimised where possible.</p> <p>Items light enough to be handled by one person and small enough to be easily handled into position using good manual handling technique.</p> <p>Large or heavy items (above 25kg) to be lifted by 2 people and gloves to be worn to aid grip.</p> <p>Patients are not manually handled. Movement, where appropriate, will be by using good manual handling practice</p>	<p>Those handling to be informed of the correct handling technique and instructed not to lift beyond their own capabilities.</p> <p>Enforce of the wearing of appropriate protective equipment such as gloves and suitable footwear.</p> <p>Those lifting to keep warm and well hydrated and avoid awkward twisting or holding an item for a prolonged period of time especially whilst in one position.</p>	<b>2</b>	<b>2</b>	<b>4</b>

Hazards associated with this work	Possible consequences	Risk level			Control measures	On-going controls (implementing all controls will reduce the risk)	New risk level.		
		L	S	R			L	S	R
<p><b>Hazardous events;</b> Exposure to ionising radiation.</p>	<p><b>Consequences;</b> Over-exposure to x-rays can cause dermatitis, burns, cell damage, cataracts and changes to the blood and cancer.</p> <p><b>Worst case scenario in the event of extreme exposure is death!</b></p>	2	5	10	<p>Competent radiation protection adviser appointed and active on the premises. All staff provided with appropriate training and information. Equipment manufactured, installed and maintained according to IRR 2017. Suitable isolation of equipment installed and protection for staff and patients.</p>	<p>Where required, dosages to be recorded and monitored to ensure they are not exceeded (including patients).</p> <p>Protective measures taken during use of equipment, including PPE.</p> <p>Regular services and surveys carried out by competent engineer.</p>	1	5	5

Hazards associated with this work	Possible consequences	Risk level			Control measures	On-going controls (implementing all controls will reduce the risk)	New risk level		
		L	S	R			L	S	R
<p><b>Hazardous Events;</b> Waste control, including handling and disposal of sharps leading to contact with bio-hazards, including from needle stick.</p>	<p><b>Consequences;</b> Inhalation of dangerous bacteria or viruses cuts or lacerations leading to blood-borne infections from working with contaminated waste. Cross-contamination leading to infection of persons.</p>	3	4	12	<p>Staff immunisation against hepatitis B-response checked. Any sharps injuries immediately reported and dealt with according to policy.</p> <p>Segregation of waste in appropriate storage containers. Handling and disposal procedures in place, with appropriate training, and enforced.</p> <p>Correct personal protected equipment is used by staff involved in the handling of any waste, especially sharps (suitable gloves) <i>See separate sharps risk assessment</i></p>	<p>Waste collected and disposed of by authorised waste disposal company. Stored in locked external container. Records kept</p> <p>Training and information is provided to staff on an on-going basis.</p> <p>Full cleaning regime and controls implemented and in-place, with records kept.</p> <p>Innoculation injuries protocol in each area they are used and decon room and contact details of local occupational health</p>	1	4	4
<p><b>Hazardous Events;</b> Security breach leading to loss of property, building damage, injury to persons.</p>	<p><b>Consequences;</b> Damage to the premises and/or equipment, theft, staff injury.</p>	2	3	6	<p>Premises designed with automated locked door entry system</p> <p>Policies and procedures including staff information, for dealing with potential (and actual) incidents.</p>	<p>Insurance and policies maintained and up to date. Insurance copies displayed.</p> <p>Incidents are recorded and briefed, including information reported to appropriate authorities.</p>	1	3	3

Hazards associated with this work	Possible Consequences	Risk level			Control measures	On-going controls (implementing all controls will reduce the risk)	New risk level		
<p><b>Hazardous Events;</b> Dental procedure failure leading to injury to persons or staff.</p>	<p><b>Consequences;</b> Injury to the patient, injury to staff from the misuse of equipment, failure of equipment, incorrect procedure, underlying medical condition, incorrect substances, infection.</p>	3	4	12	<p>Only fully qualified, competent certified staff for perform any dental procedure, including assistance and administration of substances. Prior consultations with potential patients including full records of any potential complications with appropriate controls in place. Fully maintained equipment only used and maintained according to training and safe procedures.</p> <p>Emergency procedures in place with staff appropriate trained in the event of action being required.</p>	<p>Up to date dental records and patient Information maintained . Ongoing protection provided through use of equipment, PPE, information, Instruction, supervision and training. These are fully documented in all staff records.</p> <p>Substances inventory kept up to date Including safe disposal post expiry date and all materials COSHH risk assessed</p> <p>Infection control and appropriate disposal procedures followed and documented.</p>	1	4	4
<p><b>Hazardous events;</b> Legionella outbreak leading to legionnaires disease.</p>	<p><b>Consequences;</b> Potentially fatal form of pneumonia, with increased risk of fatality to vulnerable groups, potentially including death.</p>	2	5	10	<p>Legionella risk assessment performed on the building, by competent persons, with control measures implemented.</p> <p>Systems and procedures designed to reduce the overall risk to low.</p>	<p>Continued compliance with policy and procedure, including checks, according to approved code of practice. L8; <a href="http://www.hse.gov.uk/pubns/priced/18">http://www.hse.gov.uk/pubns/priced/18</a>. 'the control of legionella bacteria in water systems' An external risk assessment completed by a competent assessor and actions taken and recorded</p>	1	5	5



Hazards associated with this work	Possible consequence	Risk level			Control measures	On-going controls (implementing all controls will reduce the risk)	New risk level		
		L	S	R			L	S	R
<p><b>Hazardous Events;</b> Vulnerable persons Who may be at Increased risk.</p>	<p><b>Consequences;</b> Psychological stress, increased risk of harassment or bullying, reduce effectiveness of treatment of increase risk of complications.</p>	3	4	12	<p>Full information, including dental records check, and consultation will be performed before any potential clients are treated. The practice reserves the right not to treat patients where their specific requirements are unlikely to be met.</p> <p>No young persons to be treated without express written permission of the parents.</p> <p>Safer recruitment adhered to.</p> <p>Ongoing staff training.</p> <p>Safeguarding file and Log</p> <p>All staff are DBS checked.</p>	<p>Appropriate controls will be implemented for specific requirements to ensure regulations and best practice is complied with.</p> <p>Effective communication in verbal, written, electronic and/or telephone will be maintained with the client throughout the treatment process, including follow up where required.</p> <p>CQC registration is maintained and complied with throughout the operating life of the practice.</p>	1	4	4
<p><b>Hazardous events;</b> Autoclaves- failure leading to injury to persons in the vicinity or infection.</p>	<p><b>Consequences;</b> Failure of equipment leading to pressure blow-out, scalding through high pressure steam release, damage to equipment/premises and severe injury to persons.</p>	2	5	10	<p>Full training of staff involved with use of equipment.</p> <p>Compliance with provision and use of work equipment 1998 (PUWER) and pressure systems safety regulations 2000 (PSSR).</p> <p>Full maintenance and annual certification by competent persons (thorough examination).</p>	<p>Any failure of equipment immediately reported and use discontinued until corrected by competent persons.</p> <p>Appropriate checks, logs and inspections performed and recorded by competent persons.</p> <p>Written Scheme of examination and servicing Compliance with guidance not PM73(rev3) "safety requirements for autoclaves".</p>	1	5	5

Hazards associated with this work	Possible consequences	Risk level			Control measures	On-going controls (implementing all controls will reduce the risk)	New risk level		
		L	S	R			L	S	R
<p><b>Hazardous events;</b></p> <p>Hot works leading to fire, explosion or potential injury.</p>	<p><b>Consequences;</b></p> <p>Burns to patients or staff, risk of fire or explosion.</p>	2	5	10	<p>All sources of flammable/highly flammable substances excluded from the area during hot work activity. Oxygen rich atmospheres and vicinity to medical gas avoided.</p> <p>Staff trained in procedure including information about safe use of hot work in procedures/preparation.</p>	<p>Procedures and staff training reviewed regularly and updated where applicable.</p> <p>Systems maintained by competent persons including checking of isolation functionality.</p> <p>Hot work procedures will not be left unattended.</p>			
<p><b>Hazardous events;</b></p> <p>Data protection and storage breach/loss.</p>	<p><b>Consequences;</b></p> <p>Business loss, patient confidentiality breach and increased risk of harm.</p>	3	3	9	<p>Secure data system, including hardware and servers, regularly maintained. Off-site back-up and data retrieval system in operation.</p> <p>Password system for secure access. Only authorised staff can access appropriate records.</p> <p>Premises are secure from intruders and unauthorised access.</p> <p>Annual GDPR training and Data security ..... ..... toolkit completed annually</p>	<p>Training provided for users of system with effective secure access.</p> <p>Regular back-up of data.</p> <p>Procedures will not be performed without safety-critical data on-hand.</p>	1	3	3

Hazards associated with this work	Possible consequences	Risk level			Control measures	On-going (implementing all controls will reduce the risk)	New risk level		
		L	S	R			L	S	R
<b>Hazardous events;</b> Slips, trips and falls.	<b>Consequences;</b> Impact injuries, such as head injuries, concussion, fracture or laceration.	3	4	12	Excellent levels of housekeeping will be observed. Work areas will be segregated to prevent access to unauthorized persons. Signage, lighting and trip hazards are minimised on the premises through building design.	Regular inspection and checking of housekeeping.  Appropriate management of materials and waste storage, with prompt emptying of bins.  Maintenance of premises.	1	4	4

<b>Assessment completed by Benjamin Lauffer &amp; Karen Suarez</b>	<b>Review Date Sept 2024</b>	<b>Above control measures have been implemented</b>  <b>Director.....</b>  <b>Date.....</b>
--	------------------------------	---