

Health & Safety Assessment Form – New and expectant mothers

South East Coast Ambulance Service NHS Trust						Health & Safety Risk Assessment Form				
Risk Assessment: New and Expectant Mothers						Location: Within the NHS Trust where work is carried out				
Completed By:						Other Relevant Risk Assessments Refer to Policies on: Manual Handling Lone Worker Equal Opportunities Display Screen Equipment				
Date Completed:										
Review Date:										
Step 1		Step 2		Step 3		Step 4		Step 5		
<i>* For the purpose of this risk assessment New and Expectant Mothers are defined as someone who is pregnant, given birth within the previous six months or is currently breastfeeding.*</i>										
Activity/Task	Hazard	Who may be harmed	Risk Value			Control Measures	By Whom	New Risk Value		
			Lx	S=	R			Lx	S=	R
1) Normal Duties	Physical injury or detrimental developmental harm to unborn child.	New and Expectant Mothers. Unborn child.	4	4	16	Written notice must be given to the employer as soon as possible so that a Risk Assessment can be carried out immediately and duties can be adjusted accordingly immediately.	New and Expectant Mother. Risk Assessor. Line Manager. Occupational Health Nurse.	2	2	4
2) Normal Duties	Physical injury or harm where specific medical advice/concerns with an individual have been highlighted.	New and Expectant Mothers. Unborn child.	4	4	16	Written medical evidence to be given to the employer immediately so that duties can be adjusted accordingly.	New and Expectant Mother. Risk Assessor. Line Manager. Occupational Health Nurse.	2	2	4
3) Normal Duties	Tiredness/Stress from working un-social hours/night-work/overtime.	New and Expectant Mothers. Unborn Child.	3	4	12	Risk assessments should be carried out on an individual basis, as soon as written	New and Expectant Mother. Risk Assessor.	3	3	9

	Being exposed to	Existing children.				confirmation from	Line Manager.			
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Risk Assessment (Cont)		Title: New and Expectant Mothers								
Step 1		Step 2	Step 3			Step 4		Step 5		
Activity/Task	Hazard	Who may be harmed	Risk Value			Control Measures	By Whom	New Risk Value		
			Lx	S=	R			Lx	S=	R
	certain conditions e.g. high and low temperatures, lone working, working at heights, excessive travelling and exposure to violence.					expectant mother has been received and duties/working times adjusted accordingly. A medical certificate will be required if an individual cannot work nights and suitable day work should be found or the individual to be suspended on full pay. Suitable rest facilities are to be provided and regular breaks should be taken.	Occupational Health Nurse.			

4) Duties.	Effects from extreme temperature exposure i.e. heat exhaustion or hypothermia. Detrimental developmental harm to unborn child with the risk of premature labour.	New and Expectant Mother. Unborn child.	4	4	16	New and Expectant Mother should not be subject to extremes of temperature. Regular breaks and plenty of fluids should be taken as the body naturally dehydrates during pregnancy. Suitable clothing should be provided. So far as is reasonably practicable a well ventilated area should be provided as a workstation with the ability to heat it or cool it if necessary.	New and Expectant Mother. Line Manager.	3	1	3
Risk Assessment (Cont)		Title: New and Expectant Mothers								
Step 1		Step 2	Step 3			Step 4		Step 5		
Activity Task	Hazard	Who may be harmed	Risk Value			Control Measures	By Whom	New Risk Value		
			Lx	S=	R			Lx	S=	R
5) Duties	Physical Injury from increasing size and working in confined, awkward or poor designed work spaces. Personal Protective Equipment and uniform may become uncomfortable or not fit. Detrimental / developmental harm to unborn child due to	New and Expectant Mother. Unborn child.	4	4	16	A suitable workspace must be provided to aid postural demands i.e. bending over & reaching and appropriate manual handling procedures, allowing for the maximum ability to move. Larger uniform and Personal Protective Equipment should be provided when and where necessary.	New and Expectant Mother. Line Manager. Supplies Officer. Risk Assessor.	2	2	4

	exposure to vibration and noise.									
6) Duties	Biological hazards from infectious diseases.	New and Expectant Mothers. Unborn child. Existing children.	4	4	16	New and Expectant Mothers should not be exposed to environments where biological hazards could be an issue.	New and Expectant Mother. Line Manager.	1	1	1
7) Duties	Physical harm from chemical exposure e.g. drugs/ needle stick injuries.	New and Expectant Mothers. Unborn child. Existing children.	3	5	15	New and Expectant Mothers should not be exposed to environments where chemical contamination could occur.	New and Expectant Mother. Line Manager.	1	1	1
Risk Assessment (Cont)		Title: New and Expectant Mothers								
Step 1		Step 2	Step 3			Step 4		Step 5		
Activity/Task	Hazard	Who may be harmed	Risk Value			Control Measures	By Whom	New Risk Value		
			Lx	S=	R			Lx	S=	R
8) Duties	Stress and depression. Due to anxiety of pregnancy, financial and job worries. Previous pregnancy history e.g. miscarriages or loss of children. Post-natal depression.	New and Expectant Mothers. Unborn child. Existing children.	3	4	12	New and expectant Mothers should be made aware of their maternity rights and be allowed to benefit from them. e.g maternity leave/pay. Protection against unfair treatment or dismissal. IWL benefits including childcare vouchers. Counselling or time off work to be offered if required.	Line Manager. Human Resources. IWL co-ordinator. Occupational Health.	2	3	6

9) Travelling whilst on duty	Physical injury or detrimental /developmental harm to unborn child. Due to vibration/over-crowding/ lack of rest and toilet facilities. Sitting for long periods of time.	New and Expectant Mother. Unborn child.	3	4	12	New and Expectant Mothers should not be exposed to excessive amounts of travelling whilst on duty.	New and Expectant Mother. Line Manager.	2	1	2
10) Duties	Circulatory problems including D.V.T.'s Varicose Veins, Leg Cramps and Haemorrhoids. Due to prolonged standing/sitting.	New and Expectant Mother.	4	3	12	A suitable workspace must be provided. Regular breaks must be taken with light exercise and refreshments.	New and Expectant Mother. Line Manager.	2	2	4
Risk Assessment (Cont)		Title: New and Expectant Mothers								
Step 1		Step 2	Step 3			Step 4		Step 5		
Activity/Task	Hazard	Who may be harmed	Risk Value			Control Measures	By Whom	New Risk Value		
			Lx	S=	R			Lx	S=	R
11) Duties	Backache and muscular-skeletal injury from sitting/standing for long periods of time or poor manual handling practice/bad posture.	New and Expectant Mother.	4	3	12	Good manual handling practice must be adhered to. A suitable workspace must be provided. Regular breaks must be taken with light exercise and refreshments.	New and Expectant Mother. Line Managers.	2	2	4
12) Duties	Frequent visits to the toilet may be required. If this is not possible it could cause, detrimental	New and Expectant Mother. Unborn child.	4	3	12	New and Expectant Mother must be allowed to make frequent visits to the toilet and should have	New and expectant Mother. Line Manager.	2	1	2

	developmental harm to the unborn child and urinary problems for the mother.					toilet facilities in the proximity. She should be allowed time to leave her job to use the facilities.				
13) Duties	Slips/Trips and Falls from poor balance as pregnancy progresses.	New and Expectant Mother. Unborn child.	4	3	12	New and Expectant Mother should take extra care on stair spaces and avoid working on wet/slippery surfaces. Workspaces should be kept clutter free and any trip hazards removed from the area.	New and expectant Mother. Line Manager. Other staff in close working area.	2	2	4
Risk Assessment (Cont)		Title: New and Expectant Mothers								
Step 1		Step 2	Step 3			Step 4		Step 5		
Activity/Task	Hazard	Who may be harmed	Risk Value			Control Measures	By Whom	New Risk Value		
			Lx	S=	R			Lx	S=	R
14) Duties	Physical Injury from working in awkward spaces poor designed workstation. Detrimental /developmental harm to unborn child due to exposure to vibration and noise.	New and Expectant Mothers. Unborn child.	4	3	12	Suitable working space should be provided allowing for appropriate manual handling procedures with regards to bending and reaching with the maximum ability to be able to move.	New and Expectant Mother. Risk Assessor. Line Manager.	2	2	4
15) Working alone	Physical injury or being in need of medical assistance.	New and Expectant Mother. Unborn child.	3	3	9	New and Expectant Mothers should not be allowed to work alone or a means of calling	New and Expectant Mother. Line Manager.	1	2	2

						for help must be in place.				
16) Duties	Morning sickness and feeling unwell.	New and Expectant Mother.	4	2	8	Consider avoiding early morning shift work. Avoid exposure to nauseating smells. Work in a well ventilated area with fresh air and near toilet and rest facilities.	New and Expectant Mother. Line Manager.	2	1	2

QUALITATIVE MEASURES OF SEVERITY AND CONSEQUENCE

VALUE	SEVERITY	IMPACT ON THE INDIVIDUAL	IMPACT ON TRUST	LITIGATION POSSIBLE
1	Minor	E.g. No injury, cuts bruises, minor burns. / Low Financial Loss	No risk to trust.	Unlikely to cause complaint. Remote risk of litigation.
2	Moderate	E.g. Sprain, strain, burns/scalds, minor back with <3 days from work. / Minimal Financial Loss	Minimal risk to trust.	Complaint possible. Litigation unlikely.
3	Serious	E.g. Reportable Injury, sprain, strain, minor back injury causing >3 days absence from work. / High Financial Loss.	Needs careful PR Handling. RIDDOR reportable. Long term sickness.	Litigation possible but not certain. High potential for complaint.
4	Major	E.g. Permanent Injury, loss of limb, crush, fracture, loss of consciousness, permanent incapacity to work. / Major Financial Loss.	Service closure. RIDDOR reportable. Long term sickness.	Litigation certain / expected.
5	Fatality	E.g. Death through accidents. / Huge Financial Loss.	National and local adverse publicity. Investigation.	Litigation certain / expected.

QUALITATIVE MEASURES OF LIKELIHOOD

LEVEL	LIKELIHOOD OF A HAZARD CAUSING AN ACCIDENT		QUALITATIVE RISK ASSESSMENT MATRIX LEVEL OF RISK						
1	Rare	May occur in exceptional circumstances.	SEVERITY / CONSEQUENCE						
2	Unlikely	Could occur at sometime.	LIKELIHOOD		1	2	3	4	5
3	Possible	Should occur at sometime.		1	1	2	3	4	5
4	Likely	Will occur in most circumstances.		2	2	4	6	8	10
5	Certain	Is expected to occur in most circumstances.		3	3	6	9	12	15
				4	4	8	12	16	20
				5	5	10	15	20	25

RISK=LIKELIHOOD X SEVERITY / CONSEQUENCE
12-25 = HIGH RISK , 6-10 = MEDIUM RISK , 1-5 = LOW RISK