

Is the staff member in the 'extremely clinically vulnerable' group?

These patients will have received a letter from the NHS advising them to 'shield'. They include:

- recipients of solid organ transplants
- people with specific cancers
- people with severe respiratory conditions
- people with rare diseases that significantly increase their risk of infection
- people on immunosuppression therapies sufficient to significantly increase the risk of infection
- pregnant women with significant heart disease.

No

Yes

Is the staff member in the clinically vulnerable group?

- 70 or over
- under 70 with an underlying health condition:
 - Chronic mild to moderate respiratory illnesses
 - Chronic heart disease
 - Chronic kidney disease
 - Chronic liver disease
 - Chronic neurological conditions
 - Diabetes
 - A weakened immune system as a result of certain conditions, treatments like chemotherapy or medicines such as steroids
- Being seriously overweight
- Pregnant women

No

Is the staff member from a Black, Asian or Ethnic Minority group?

No

Yes

Yes

These staff should not have any face to face contact outside their home. They must be enabled to work from home. If this is not possible in their current role, they should be offered alternative home-based duties or placed on furlough or be able to use special leave policies.

If staff can work from home they must do so.

Any necessary face to face visits should be individually risk assessed – use the BASW face to face checklist.

<https://www.basw.co.uk/resource/face-face-visit-checklist-during-covid-19>

Also see the SWU Health and Safety Guidance

<https://www.basw.co.uk/swu-health-and-safety-during-covid-19-position-statement>

Adequate Personal Protective Equipment must be provided.

Government guidance on making workplaces COVID 19 safe must be followed.

<https://www.gov.uk/guidance/working-safely-during-coronavirus-covid-19>

A detailed individual staff risk assessment by a supervisor/manager must be completed in order to eliminate avoidable risk, minimise any residual risks and agree any changes needed to ensure safe patterns of working for the duration of the crisis. This should include assessment of risks relating to ethnicity (taking account of emerging NHS and public health evidence) and relevant social risks such as overcrowding or family/household exposure to the virus.

Review points for risk assessments should be agreed with supervisor/manager and included in the supervision agreement.

Staff should work from home and not be expected to work from an office base with others.

All Face to face visits should be avoided wherever possible.

If a face to face visit is essential, it should be individually risk assessed for the individual – use the BASW face to face checklist.

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