

SIEMENS
Ingenuity for life



Field Based COVID-19 Risk Assessment

[siemens.co.uk](https://www.siemens.co.uk)

Department: PPMIP

Details: Assessment to identify the specific hazards associated with Covid 19 and continued work in the field and public domain. This is an additional assessment to be followed alongside operational risk assessments during the Covid 19 pandemic.

This risk assessment has been compiled using the latest government information available on the provision of health and safety requirements while working during this time. This is under continuous review in line with any changes in advice provided by the government and Public Health England (PHE).

Following confirmed cases of Covid-19 amongst staff working in the operational area a full review of processes, management and application has taken place. This has resulted in a full clean of the building and introduction of additional control measures and monitoring processes.

Hazards and Controls:

Identified Risk				Residual Risk		
Item No.	Hazard Identification	Hazard Potential & Consequences	People at Risk	Risk	Control Measures	Residual Risk
1	Physical contact with individuals Physical contact between colleagues, delivery companies and site visitors. Direct contact could include an individual approaching one of our employees accidentally or intentionally.	Contraction of Covid 19 Respiratory illness, hospitalisation, fatality	Employees Suppliers	Medium 12	2 meter social distancing must be maintained at all times. Mailers 1 and 3 to be used only to ensure distance maintained. Where there is a risk of individuals entering a work area while another employee is working, area has been demarcated, where this is not possible stop work. If you develop symptoms of COVID-19 infection (temperature or a new dry cough etc) don't travel to work, if you are at work return home immediately and inform your line manager. If it is not possible to travel home employee should proceed to isolation room immediately and follow guidance provided on entrance. The latest government guidelines on self isolation should be followed at all times Only authorised employees on site. Limited access to operational area via PKI and authorised individuals only in PPMIP office and operational area. PPE should be worn as per standard risk assessment. Specific COVID-19 PPE: 1. Disposable nitrile gloves have been deemed necessary when handling deliveries and collecting materials from other employees (i.e. encoding machine). Gloves should be disposed of once task is completed to prevent cross contamination. Nitrile gloves should be worn over existing task specific gloves as required. 2. Face visors should be worn when in operational areas. 3. FFP2 disposable respirators (face masks) shall be issued to the PPMIP personnel. They shall be worn in conjunction with the face shields as a means of preventing a potential spread of the COVID-19 infection between the PPMIP personnel. Their use will be reviewed in 14 days time (11th May	Low 4

Department: PPMIP

Hazards and Controls:

Identified Risk				Residual Risk		
Item No.	Hazard Identification	Hazard Potential & Consequences	People at Risk	Risk	Control Measures	Residual Risk
					<p>2020). Guidance on safe removal of PPE provided. Disposable PPE to be disposed of in general waste. Training shall be undertaken by the EHS team and PPMIP management with the personnel on the use, care, cleaning and fitting of this PPE. Sanitiser to be used following removal of PPE. No other additional PPE has been deemed necessary for individuals protection based on current PHE guidance. The additional PPE requirements are beyond the current PHE guidance.</p> <p>Avoid direct contact with eyes, nose or mouth. Hand sanitiser and/or hand wipes are available and should be used regularly to minimise potential cross contamination .</p> <p>Windows to be opened within the PPMIP operational area to increase ventilation</p> <p>Perspex shields will be installed between mailing machines (add details)</p> <p>The Central Park building has been closed to all non PPMIP personnel (other than essential personnel such as security, FM and cleaners). The building will remain closed until the additional controls within the PPMIP area have been implemented. The occupancy of the building will be reviewed regularly by the DG MAS SMT and the EHS team.</p> <p>The PPMIP personnel have designated welfare facilities available to them that are not to be used by any other occupant of Central Park. These facilities have the touch points cleaned regularly and the detail of the clean can be found in the attached cleaning schedule provided by EMCOR. Showers are available on site and are for the sole use of PPMIP personnel. It is recommended that: 1. PPMIP staff shower at work prior to travelling home. 2. Staff remove their work wear and change into fresh clothes for the journey home (post shower) 3. Remember to wash their uniform or work clothes thoroughly prior to re use.</p> <p>Any contaminated waste i.e. disposable gloves and wipes should be doubled bagged on a daily basis and the date written on the bag and stored for 72 hours prior to being disposed of. Gloves should be worn at all times</p>	

Department: PPMIP

Hazards and Controls:

Identified Risk				Residual Risk		
Item No.	Hazard Identification	Hazard Potential & Consequences	People at Risk	Risk	Control Measures	Residual Risk
2	Direct contact with contaminated surfaces and touch points Contaminated surfaces could include but are not limited to doors, door handles, machines, racking / shelves and gates.	Contraction of Covid 19 Respiratory illness, hospitalisation, fatality	Employees	Medium 12	Avoid unnecessary contact with any surfaces . Wash hands with soap and water or sanitiser provided at regular intervals and following contact with surfaces and prior to eating drinking and smoking. Soap and Water or sanitiser should be used each time an employee enters or exits the office, operational area or the building. One operator per machine per shift to minimise cross contamination. Disposable gloves to be used by TPS operator and when collecting cards from card table All tools and equipment must be wiped down at the start of the shift and at the end of shift using wipes and spray provided. If any operator is changed machine should be fully cleaned. Avoid touching eyes , nose and mouth Enhanced cleaning of building being undertaken including particular attention to doors and touch points. Hand sanitiser available at each mailer	Low 4
3	Travel to site Travel via public transport (tram & bus) to site.	Contraction of Covid 19 Respiratory illness, hospitalisation, fatality	Employees	Medium 12	Where possible private transport should be used. Gloves and masks (FFP2) to be worn on public transport, removed and disposed of before entering the building. On return journey home where possible PPE should be disposed of before entering the household. If this is not possible avoid touching surfaces and dispose of as soon as possible. Wash hands on entrance to building. 2 meter social distancing to be maintained on public transport No car sharing with individuals outside of your household	Medium 8
4	Fitness to work individuals fitness to work following suspected case of Covid 19 or those deemed vulnerable.	Contraction of Covid 19 Respiratory illness, hospitalisation, fatality	Employees	Medium 12	Government guidance on self isolation to be followed. Including household isolation Occupational health assessments to be undertaken for any vulnerable members of staff. An assessment of PPMIP staff has been undertaken to identify any that may be at an enhanced medical risk. No staff have been advised to formally shield by the NHS. However, the PPMIP management have access to the Siemens UK Occupational Health Advisory service (Duradiamond) and the relevant referral form (attached to this Risk Assessment). There are two available assessments 1. COVID-19 Return to Work	Low 4

Department: PPMIP

Hazards and Controls:

Identified Risk				Residual Risk		
Item No.	Hazard Identification	Hazard Potential & Consequences	People at Risk	Risk	Control Measures	Residual Risk
					<p>Fitness Assessment and COVID-19 Health Risk Assessment Referral (simplified referral service providing a clinically led assessment to determine how vulnerable your employees are to becoming seriously ill in the event of a COVID-19 infection)</p> <p>Mental health first aiders and Siemens EAP program available for all employees</p> <p>If any individual is suspected/ confirmed of having Covid 19 they must isolate for a minimum of 7 days and only return to work once they're 48 hours clear of symptoms</p>	
5	Deliveries All deliveries and collections from site where interaction is required with external personnel	Contraction of Covid 19 Respiratory illness, hospitalisation, fatality	Employees	Medium 12	<p>Where possible deliveries should be segregated for 72 hours and not touched in the pallet area. When items are delivered they should be marked with the date of delivery to ensure segregation for required time. If this is not possible all deliveries to be wiped down with viral disinfectant .</p> <p>Gloves should be used where handling of new deliveries is required. They should be removed and disposed of once task is completed.</p> <p>Wash hands prior to and following interaction with deliveries.</p> <p>Where there is a planned delivery this should be contactless where possible. Deliveries / collections should be placed in outside area and contact made with the contractor via mobile. 2 meter distance must be maintained at all times.</p> <p>Access to welfare facilities for delivery drivers to be sent to reception .</p> <p>If drivers request access to welfare facilities, driver must be directed to the main reception where they will be given access to toilet facilities.</p>	Low 4
6	Welfare Use of welfare facilities including toilets, canteen, smoking area.	Contraction of Covid 19 Respiratory illness, hospitalisation, fatality	Employees	Medium 12	<p>2 meters social distancing must be maintained</p> <p>Enhanced cleaning of touch points is being undertaken including access doors , microwaves, coffee machine.</p> <p>All rubbish should be immediately placed in the bin.</p> <p>The Central Park building has been closed to all non PPMIP personnel (other than essential personnel such as security, FM and cleaners). The building will remain closed until the additional controls within the PPMIP area have been implemented. The occupancy of the building will be reviewed regularly by the DG</p>	Low 4

Department: PPMIP

Hazards and Controls:

Identified Risk				Residual Risk		
Item No.	Hazard Identification	Hazard Potential & Consequences	People at Risk	Risk	Control Measures	Residual Risk
					MAS SMT and the EHS team. The PPMIP personnel have designated welfare facilities available to them that are not to be used by any other occupant of Central Park. These facilities have the touch points cleaned regularly and the detail of the clean can be found in the attached cleaning schedule provided by EMCOR. If drivers request access to welfare facilities, driver must be directed to the main reception where they will be given access to toilet facilities.	
7	Training Any activity required to undertake training of new staff, where there is a potential social distancing cannot be achieved. The latest government guidance is being followed.	Contraction of Covid 19 Respiratory illness, hospitalisation, fatality	Employees	Medium 12	Face mask (FFP2), face shield and nitrile gloves must be worn at all times when working within 2 meters of any other individual . Disposable PPE should be removed immediately following completion of task. Employees must not have any direct face to face contact No individuals should breach social distancing for more than a 15 minute period per shift	Medium 8

Title Managed Services Standard
 Risk Calculator Type 2-factor
 Risk Rating = Probability x Consequence

	Certain	Very Likely	Likely	Unlikely	Extremely Unlikely
Critical Event	25	20	15	10	5
Severe Event	20	16	12	8	4
Major Event	15	12	9	6	3
Significant Event	10	8	6	4	2
Minor Event	5	4	3	2	1

Rating Categories

Label	Description	Colour	Threshold
Low	Acceptable level of risk. Risk is controlled as far as reasonable practicable. Existing controls to be maintained.	Green	0
Medium	Should aim to reduce risk further to as low as is reasonable practicable (ALARP)	Yellow	5
High	Unacceptable level of risk. Hazard MUST be avoided or level of risk reduced.	Red	15

Probabilities

Label	Description	Percentage
Certain	Occurs several times per year in MAS	100%
Very Likely	Occurs several times per year in DG	80%
Likely	Incident has occurred in DG	60%
Unlikely	Heard of in our industry	40%
Extremely Unlikely	Never heard of in our industry	20%

Consequences

Label	Description	Percentage
Critical Event	People - Multiple fatalities Environment - Massive pollution with significant recovery work. Catastrophic property damage. Financial - Substantial loss of operation >10000000. Compliance - Significant breach in compliance. Reputation - Global media interest	25
Severe Event	People - Permanent disability, fatality, or RIDDOR reportable injury. Environment - Massive pollution with significant site impact. Significant property damage Financial - Partial Operational loss >1000000 <10000000 Compliance - Rectifiable breach in compliance. Reputation - Regional / National interest	20
Major Event	People - Major health effect, hospitalisation Environment - Significant pollution with offsite impact & recovery work. Major property damage Financial - Partial shutdown >100000 <1000000 Compliance - Compliance maintained / restored immediately. Reputation - Local / Regional interest	15
Significant Event	People - Treatment by medically qualified professional or leading to time off Environment - Pollution with some onsite impact & recovery work. Slight property damage. Financial - Brief disruption >10000 <100000 Compliance - No impact on compliance Reputation - Local media interest	10
Minor Event	People - Slight effect, first aid only. Environment - Minor pollution, slight impact. Very minor damage to property. Financial - No disruption <10000. Compliance - No compliance obligations exist. Reputation - Public awareness might exist, but no concern.	5

Actions Arising

Number	Type	Status	Assigned to / Location	Summary
CM-002516	Corrective Action	Completed		2 meter social distancing must be maintained at all times. Mailers 1 and 3 to be used only to ensure distance maintained.
CM-002518	Corrective Action	Completed		Where there is a risk of individuals entering a work area while another employee is working , area has been demarcated, where this is not possible stop work.
CM-002520	Corrective Action	Completed		If you develop symptoms of COVID-19 infection (temperature or a new dry cough etc) don't travel to work, if you are at work return home immediately and inform your line manager. If it is not possible to travel home employee should proceed to isolation room immediately and follow guidance provided on entrance. The latest government guidelines on self isolation should be followed at all times
CM-002521	Corrective Action	Completed		Only authorised employees on site. Limited access to operational area via PKI and authorised individuals only in PPMIP office and operational area.
CM-002522	Corrective Action	Completed		<p>PPE should be worn as per standard risk assessment.</p> <p>Specific COVID-19 PPE:</p> <ol style="list-style-type: none"> 1. Disposable nitrile gloves have been deemed necessary when handling deliveries and collecting materials from other employees (i.e. encoding machine) . Gloves should be disposed of once task is completed to prevent cross contamination. Nitrile gloves should be worn over existing task specific gloves as required. 2. Face visors should be worn when in operational areas. 3. FFP2 disposable respirators (face masks) shall be issued to the PPMIP personnel. They shall be worn in conjunction with the face shields as a means of preventing a potential spread of the COVID-19 infection between the PPMIP personnel. Their use will be reviewed in 14 days time (11th May 2020). <p>Guidance on safe removal of PPE provided. Disposable PPE to be disposed of in general waste. Training shall be undertaken by the EHS team and PPMIP management with the personnel on the use, care, cleaning and fitting of this PPE.</p> <p>Sanitiser to be used following removal of PPE</p> <p>No other additional PPE has been deemed necessary for individuals protection based on current PHE guidance. The additional PPE requirements are beyond the current PHE guidance.</p>
CM-002530	Corrective Action	Completed		Avoid direct contact with eyes, nose or mouth. Hand sanitiser and/ or hand wipes are available and should be used regularly to minimise potential cross contamination .
CM-002532	Corrective Action	Completed		Windows to be opened within the PPMIP operational area to increase ventilation
CM-002544	Corrective Action	Live		Perspex shields will be installed between mailing machines (add details)

CM-002546	Corrective Action	Completed		The Central Park building has been closed to all non PPMIP personnel (other than essential personnel such as security, FM and cleaners). The building will remain closed until the additional controls within the PPMIP area have been implemented. The occupancy of the building will be reviewed regularly by the DG MAS SMT and the EHS team.
CM-002547	Corrective Action	Completed		<p>The PPMIP personnel have designated welfare facilities available to them that are not to be used by any other occupant of Central Park. These facilities have the touch points cleaned regularly and the detail of the clean can be found in the attached cleaning schedule provided by EMCOR.</p> <p>Showers are available on site and are for the sole use of PPMIP personnel. It is recommended that:</p> <ol style="list-style-type: none"> 1. PPMIP staff shower at work prior to travelling home. 2. Staff remove their work wear and change into fresh clothes for the journey home (post shower) 3. Remember to wash their uniform or work clothes thoroughly prior to re use.
CM-002548	Corrective Action	Completed		Any contaminated waste i.e. disposable gloves and wipes should be doubled bagged on a daily basis and the date written on the bag and stored for 72 hours prior to being disposed of. Gloves should be worn at all times
CM-002523	Corrective Action	Completed		Avoid unnecessary contact with any surfaces .
CM-002524	Corrective Action	Completed		Wash hands with soap and water or sanitiser provided at regular intervals and following contact with surfaces and prior to eating drinking and smoking. Soap and Water or sanitiser should be used each time an employee enters or exits the office, operational area or the building.
CM-002525	Corrective Action	Completed		One operator per machine per shift to minimise cross contamination.
CM-002526	Corrective Action	Completed		Disposable gloves to be used by TPS operator and when collecting cards from card table
CM-002527	Corrective Action	Completed		All tools and equipment must be wiped down at the start of the shift and at the end of shift using wipes and spray provided. If any operator is changed machine should be fully cleaned.
CM-002528	Corrective Action	Completed		Avoid touching eyes , nose and mouth
CM-002533	Corrective Action	Completed		Enhanced cleaning of building being undertaken including particular attention to doors and touch points.

CM-002541	Corrective Action	Completed		Gloves should be used where handling of new deliveries is required. They should be removed and disposed of once task is completed.
CM-002542	Corrective Action	Completed		Wash hands prior to and following interaction with deliveries.
CM-002543	Corrective Action	Completed		Where there is a planned delivery this should be contactless where possible. Deliveries / collections should be placed in outside area and contact made with the contractor via mobile. 2 meter distance must be maintained at all times.
CM-002552	Corrective Action	Completed		Access to welfare facilities for delivery drivers to be sent to reception .
CM-002553	Corrective Action	Completed		If drivers request access to welfare facilities, driver must be directed to the main reception where they will be given access to toilet facilities.
CM-002554	Corrective Action	Completed		2 meters social distancing must be maintained
CM-002555	Corrective Action	Completed		Enhanced cleaning of touch points is being undertaken including access doors , microwaves, coffee machine.
CM-002556	Corrective Action	Completed		All rubbish should be immediately placed in the bin.
CM-002560	Corrective Action	Completed		<p>The Central Park building has been closed to all non PPMIP personnel (other than essential personnel such as security, FM and cleaners). The building will remain closed until the additional controls within the PPMIP area have been implemented. The occupancy of the building will be reviewed regularly by the DG MAS SMT and the EHS team.</p> <p>The PPMIP personnel have designated welfare facilities available to them that are not to be used by any other occupant of Central Park. These facilities have the touch points cleaned regularly and the detail of the clean can be found in the attached cleaning schedule provided by EMCOR.</p>
CM-002561	Corrective Action	Completed		If drivers request access to welfare facilities, driver must be directed to the main reception where they will be given access to toilet facilities.
CM-002557	Corrective Action	Completed		Face mask (FFP2), face shield and nitrile gloves must be worn at all times when working within 2 meters of any other individual . Disposable PPE should be removed immediately following completion of task.
CM-002558	Corrective Action	Completed		Employees must not have any direct face to face contact
CM-002559	Corrective Action	Completed		No individuals should breach social distancing for more than a 15 minute period per shift

Appendix of Attachments

Documents

RA-00020-1 (PHS Interclean-Decontamination Clean Covid-19.pdf)

Hazard # 2 (Cleaning regime during C19.pdf)

Hazard # 4 (Covid-19 RTW Referral Form.pdf)



Sarah Phillips
 C/O Siemens Managed Services
 2 Central Park
 Lenton Lane
 Wollaton
 Nottingham
 NG7 2NR

24th April 2020

Dear Sarah

**SIEMENS MANAGED SERVICES
 DECONTAMINATION CLEAN (COVID-19)**

PHS InterClean is a specialist cleaning services division of the main PHS Group. We offer either 'one off' cleans or can provide a specific maintenance program to suit the site. We operate a nationwide service, with dedicated employees in all areas of the UK.

Operations;

- We operate a Nationwide service 7 days a week
- All equipment is PAT tested
- We work 'Out of hours' or unless specified at no extra cost
- All technicians are fully trained to the highest level of Health & Safety
- Technicians are CRB/DBS checked
- We use our own blended products which have been tried and tested
- Schedule of works can be provided

Our clients include; GlaxoSmithKline HO, Astra Zeneca, HMRC, BP and The Foreign Commonwealth office, HMP & NHS various sites

FM companies who use our services include; MITIE, Johnson Controls, Cofely, AMEY, Apleona, G4S, Sodexo, ISS Facilities, Interserve, Engie

Unrestricted PHS InterClean, 19 Triumph Way, Woburn Road Industrial Estate, PHS InterClean is a trading name of Personnel Hygiene Services Limited, registered in England & Wales with company number 770813 and registered office at Block B, Western Industrial Estate, Caerphilly CF83 1XH
 Kempston, Beds. MK42 7QB
 Tel: 01234 314505 Fax: 01234 314506
www.phs.co.uk/interclean



SIEMENS MANAGED SERVICES DECONTAMINATION CLEAN (COVID-19)

May I take this opportunity to thank you for your valued enquiry and assure you of our closest attention at all times.

Following on from details supplied, we have the pleasure in enclosing our quotation for your perusal.

It is our intention to provide competitive, prompt, efficient and timely service to support your requirements. We have a wealth of experience supporting this type of task and will respond to any practicable requests made of us.

Our scope of supply identifies our interpretation of your needs for a 'specification of work' i.e. decontamination clean (Covid-19) specified at the above address.

SCOPE OF SUPPLY - As requested from client Decontamination Clean (Ref confirmed / suspected Covid-19 virus - We will carry out clean using correct PPE which will be removed and bagged correctly

Areas of Work - Ground Floor / First Floor / 1 x Room on Third Floor - 3000sqft

Method of Cleaning

- Clean to all Touch Points
- Wipe sanitise all Hard Surfaces
- Desks including IT Equipment
- Chairs
- Doors and Handles
- Canteen Seating area
- No Canteen Main Kitchen to be cleaned on Ground Floor
- Cupboard Tops
- Everything cleaning please, Main area where 5 team members have been working is in PPMIP office
- PPMIP stores and workshop area Ground Floor (far right side of the building on Ground Floor) They have been walking around the Ground Floor and cleaners have been moving throughout the building along with some other staff.
- All Washrooms
- 3 x Kitchenettes
- Mop disinfect hard flooring
- Spray disinfect carpets on exit

A team of 4 Staff for 1-day period (Saturday 25th April – 9am start)

Unrestricted PHS InterClean, 19 Triumph Way, Woburn Road Industrial Estate, PHS InterClean is a trading name of Personnel Hygiene Services Limited, registered in England & Wales with company number 770813 and registered office at Block B, Western Industrial Estate, Caerphilly CF83 1XH
Kempston, Beds. MK42 7QB
Tel: 01234 314505 Fax: 01234 314506
www.phs.co.uk/interclean



SIEMENS MANAGED SERVICES DECONTAMINATION CLEAN (COVID-19)

RECOMMENDATIONS & CONSIDERATIONS

- We have based our quotation and scope of supply on details supplied
- PHS InterClean will endeavour to remove all stains but cannot guarantee total removal of all stains
- On completion instructed person to sign off satisfaction note it will then be deemed that the work has been carried out fully to the client's total satisfaction. No further recourse or action can be taken

REQUIREMENTS

- **Free and uninterrupted access for our personnel to carry out tasks.**
- Water services (Cold & Hot) required throughout the clean and electricity point 240v if available or required
- **Official written order instructions on acceptance.**
- Designated liaison to sign off all completed work.
- Free use of toilet and amenity areas.

For the supply of all necessary labour, supervision, materials and equipment to carry out the above scope of supply the cost **excluding VAT** will be;

Total Cost = £5,340.00 + vat

In the event that PHS attend site and are unable to gain access or complete works as a result of client-controlled factors, we will apply a day rate charge for working downtime days, in the form of a separate invoice fee which is not part of the above figures

If you are happy with the costs and would like to go ahead, we will require a PO number. Once we have received a PO number we are then able to schedule in the works. With these works, I would urge confirmation as soon as possible so we are able to put this into the schedule. Once a date is confirmed we will send you all Method statements, COSHH and risk assessments, we will also confirm the names of the technicians attending site and registration number on the vehicle.

Unrestricted PHS InterClean, 19 Triumph Way, Woburn Road Industrial Estate, PHS InterClean is a trading name of Personnel Hygiene Services Limited, registered in England & Wales with company number 770813 and registered office at Block B, Western Industrial Estate, Caerphilly CF83 1XH
Kempston, Beds. MK42 7QB
Tel: 01234 314505 Fax: 01234 314506
www.phs.co.uk/interclean



**SIEMENS MANAGED SERVICES
DECONTAMINATION CLEAN (COVID-19)**

If you have any questions please do not hesitate to contact me.

I look forward to hearing from you

Best Regards,

Darrin Ward - Business Development Manager
PHS InterClean
Mobile: 07775887268
Email: darrinward@phs.co.uk

Unrestricted PHS InterClean, 19 Triumph Way, Woburn Road Industrial Estate, PHS InterClean is a trading name of Personnel Hygiene Services Limited, registered in England & Wales with company number 770813 and registered office at Block B, Western Industrial Estate, Caerphilly CF83 1XH
Kempston, Beds. MK42 7QB
Tel: 01234 314505 Fax: 01234 314506
www.phs.co.uk/interclean

Cleaning Regime during COVID-19 - Emcor

Additional cleaning to normal specification of touch points such as:

- Handrails
- Door handles/door plates
- Lift buttons/Door release buttons
- Washrooms / Kitchens
- Common areas

Changes to normal cleaning routines

- Increase waste pickups
- Dust with a damp rather than a dry cloth to avoid the generation of dust particles.
- Cleaning products used to have disinfecting/anti bacterial
- Cleaning chemicals to be used at maximum safe strength DOC (Dilution of Chemical)

Unrestricted



COVID 19 (CORONAVIRUS) RETURN TO WORK REFERRAL FORM

Your full name	
Date of birth	
Contact number	
Contact e mail address	
Organisation	
Job title	
Location/Division/Department	
Line Manager's name	
Line Manager's e mail	

Medical history or possible exposure

Have you self-isolated for 7 or 14 days or another timeframe?	days
Start date of isolation	

Please answer the following questions	Yes / No
Are you currently or have you in the last 2 weeks experienced any symptoms such as persistent cough, shortness of breath or fever?	
Have you had any close exposures to any person displaying the above symptoms?	
Have you previously sought medical guidance from your Doctor or 111 service?	
Have you been tested for Covid19 (Coronavirus)?	
Do you have any underlying health conditions? If yes, please detail below	
If yes to the above, please detail the medication you are taking	

I consent to a fitness certificate to be provided to my employer, and understand that this will be discussed further at the assessment.

I consent for the OH service to process my personal information, as defined by the data protection legislation.

Signed (or type your name) _____

A member of our healthcare teams will email you within the next 24 hours (Monday- Friday) to confirm a telephone consultation with one of our experienced Occupational Health clinicians.

Please e mail this completed form to covidRTW@duradiamondhealth.com