**Risk assessment to support identification of workplace contacts of a positive covid case in the pharmacy team.**

**This information will assist the pharmacy manager/ responsible pharmacist to identify any potential workplace contacts of a confirmed positive case within the pharmacy team.**

It is the responsibility of Test and Protect to gather information directly from the person who tested positive to identify household and close contacts in the community. The role of the Health Protection Team is to liaise with the workplace to identify further contacts in the workplace environment and consider control measures required to prevent further spread

**Definition of Infectious period:** The 10 day infectious period is defined as beginning from 48hrs prior to either the onset of symptoms, a positive LFD test result or a positive PCR test result without a preceding positive LFD test result.

**Infectious period of the positive case: DD/MM/YY to DD/MM/YY**

**Definition of a ‘close contact’:** close contact is defined as having a person having evidence of the following, during the infective period:

1. ***Direct contact:***

• face to face contact with a case within 1 metre for any length of time, including:

* being coughed on
* having a face-to-face conversation
* having skin-to-skin physical contact

• any contact within 1 metre for one minute or longer without face-to-face contact

• a person who has travelled in a small vehicle with someone who has tested positive for coronavirus (COVID-19) or in a large vehicle near someone who has tested positive for coronavirus (COVID-19).

2. ***Proximity contact:***

• A person who has been between 1 and 2 metres of someone who has tested positive for coronavirus (COVID-19), for more than 15 minutes cumulatively during period 48 hours prior to and 10 days after the case’s symptom onset

**Please note** the above criteria are irrespective of wearing a face covering as face coverings are non-medical grade coverings they do not exempt the wearer from being considered a close contact if physical distancing is not maintained with an individual who tests positive.

**Fluid resistant surgical masks (Type IIR)** are medical grade masks and protect the wearer. As a result, they *do* exempt the wearer from being considered a close contact if physical distancing is not maintained. However, this is in the context of health care settings or settings associated with healthcare and only with proper training on the use of fluid resistant surgical masks and other personal protective equipment (i.e. gloves, aprons, eye protection). In the community pharmacy setting Type IIR fluid resistant masks are the required appropriate PPE. Ineffective or improper use of fluid resistant surgical masks and/or breaches in personal protective equipment will not adequately protect the wearer and so the wearer will then be considered a contact if physical distancing is not maintained with an individual who tests positive, and they meet the definition of a contact.

**NB Masks provided to community pharmacy via National Procurement are Type IIR. This can be confirmed by checking the packaging which will state mask type.**

|  |  |
| --- | --- |
| Workplace Name |  |
| Infectious period of positive case (definition on page 1) | **DD/MM/YY TO DD/MM/YY** |
| Name of manager/key contact and contact details (phone number/email) |  |
| Name of staff member tested positive and contact details |  |
| Brief overview of a typical day in the workplace for the staff member who has tested positive |  |
| Brief overview of control measures that are in place in the workplace to keep both staff and members of the public safe |  |
| Brief overview of any risk assessment you have undertaken in the workplace already?  *(e.g. temporary closure, communication to staff team, deep cleaning etc)* |  |
| When did the positive staff member’s symptoms start? |  |
| When were they last in the workplace? |  |
| What dates did the case work during their infectious period?( See Page 1 for the infectious period) |  |
| Using the definitions provided on page 1, do you think any members of the public would fulfil the definition of a close contact of the staff member who has tested positive? | **Names and contact details of members of public who may be contacts of the case from contact at the workplace:** |
| Using the definitions provided on page 1, do you think any members of your staff team would fulfil the definition of a close contact of the staff member who has tested positive?  *If yes, please inform these staff that they are close contacts of the case (without disclosing the name of the staff member) and that they should self-isolate and book a PCR test.* | **Key areas to consider for staff members who may have had contact with the case:**   * **Coffee breaks/break rooms** * **Colleagues who sit or work near the positive case** * **Smoking breaks** * **Colleagues who travel together** * **Kitchen/lunch rooms** * **Meetings/meeting rooms** |
| Do you have any staff members who work on different sites and who may have had close contact with the case (as per the definition on page 1) | **Record their names and contact details in Table 2** |
| Could there have been any other visitors to the workplace (e.g. other professionals, work/repairs teams, delivery people) who may have had close contact with the case (as per definition on page 1) | **Record their names and contact details in Table 2** |
| Do you have any other staff members who are confirmed positive cases or who are symptomatic? | **Names and contact details of other staff members who have tested positive or who are symptomatic:** |
| Is there any link between staff members who have tested positive or who are currently symptomatic? |  |

**Table 2:**

**Please record all staff members who you have identified as close contacts of the case in the workplace setting (if they have not already been contacted by Test and Protect):**

|  |  |  |  |
| --- | --- | --- | --- |
| **Full Name** | **Contact number** | **Nature of contact (e.g. works beside case or contact in coffee room)** | **Date last in contact with confirmed positive case** |
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**Identified close contacts should self-isolate immediately and book a PCR test. Please refer to the latest self-isolation guidance for healthcare workers on the NHS Inform website** [**here**](https://www.nhsinform.scot/illnesses-and-conditions/infections-and-poisoning/coronavirus-covid-19/test-and-protect/coronavirus-covid-19-self-isolation-exemption-for-health-and-social-care-workers)

**If you need clarification on what to advise team members regarding close contacts you can email** [**tap.contacttracing@nhslothian.scot.nhs.uk**](mailto:tap.contacttracing@nhslothian.scot.nhs.uk) **and request a call back**