



## Northumbria Blood Bikes

### Risk Assessment Proforma

<b>NBB Doc No.</b>	RA04	<b>Revision No.</b>	1.2
<b>Date</b>	07/01/2020	<b>Review Date</b>	31/01/2027
<b>Developed By</b>	D Burns/G Annan	<b>Approved By</b>	Committee Meeting

<b>Activity/Title</b>	General Operations - Exposure to Blood Borne Pathogens
<b>Original Assessor</b>	D Burns

	<b>Category</b>	<b>Tick if at Risk</b>
<b>People at Risk</b>	NBB Members	✓
	General Public	✓
	Others (Specify) – Health Service personnel	✓

**IMPORTANT NOTE** – Motorcycle operations are conducted by qualified and vetted riders using certified motorcycles on a volunteer basis on behalf of Northumbria Blood Bike group. Volunteers are requested to behave and use equipment in a conducive and appropriate manner to ensure the Goals and objectives of the NBB Charter are met.

Refer to risk table at end of document for guidance

Number	Hazard	People at risk	Severity	Likelihood	Overall risk	Control measures (and comments)	Control measures Adequate (Yes/No)	If not, anticipated date
1.	Accidental Contact with blood borne pathogens	All	3	2	6	<ul style="list-style-type: none"> <li>All Riders &amp; Drivers have received MHRA online training (and satisfactorily completed the online test) for the safe transportation of blood products.</li> <li>Training included an awareness of:- <ul style="list-style-type: none"> <li>National Blood Service - Good Manufacturing Practice (GMP)</li> <li>Carriage of Dangerous Goods &amp; UN3373 compliance</li> <li>Standard Operating Procedures (SOP)</li> <li>Details of 3 layers of product packing for transport purposes within a Yellow UN3373 Bag or Blood Porter box</li> <li>Methods of securing blood boxes to purpose-built motorcycle racks</li> <li>Actions to take in the event of a spill using the spill kits provided in all appropriate NBB vehicles.</li> </ul> </li> <li>This training is repeated every 3 years (or sooner as major changes occur) to ensure riders/drivers are kept informed of changes in best practice and legislation</li> <li>Northumbria Blood Bikes are aware of and meet the requirements of a MHRA Assessment.</li> </ul>	Yes	
2.	Spillage at Collection/Delivery point	All	3	2	6	<ul style="list-style-type: none"> <li>NBB Rider/Driver to carefully examine packaging for signs of leakage.</li> <li>Damaged or defective UN3373 Bag or Blood Porter box containers will not be used.</li> <li>NBB Rider/Driver will make sender aware in the event of damage/leakage being observed.</li> <li>NHS Personnel will assume responsibility for clean-up of any spills on NHS property.</li> </ul>	Yes	

3.	Spillage occurring from collision involving NBB vehicle	All	3	2	6	<ul style="list-style-type: none"> <li>• Shift Controller to be contacted giving details of product spilled and location of spill incident.</li> <li>• Shift Controller to inform Comm on Call who will decide if NBB Incident procedure is required to be implemented.</li> <li>• Spill kits are carried on each NBB vehicle and covered in MHRA training. Spillages will be cleared up as per that training.</li> <li>• NBB Rider/Driver will ensure no unqualified personnel contact spilled product.</li> <li>• Comm on Call will notify essential services and NHS collection and delivery points as required.</li> </ul>	<b>Yes</b>	
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**The Risk Assessment process**

A risk assessment is carried out to evaluate the likelihood of harm occurring as a result of a hazard and how severe that harm could be. The process should identify the hazards involved, and then assess them. The next step is to consider how to control the risks – what can be done to keep them as low as possible.

There will be times when the risk is so high that it would be considered dangerous to carry on with the activity – e.g. operating a motor cycle on sheet ice. There are also activities where there is a real risk of injury, but which have a very low injury level – e.g. handling sheets of paper runs the risk of “paper cuts” to the fingers.

The end result is that the risks are managed downwards by the control measures considered for that purpose. The control measures then have to be implemented .....To calculate the risk the system below is intended to be fairly simple to use.

Likelihood (Probability)	Severity (Impact)
5. Most Likely	5. Fatality
4. Probable	4. Major Injury, resulting in disability
3. Possible	3. Injury Requires, Doctor’s or Hospital attendance
2. Unlikely	2. Minor Injury, 1st Aid required
1. Not Heard of	1. Minor Injury, 1st Aid not required

		Likelihood (Probability)				
		1 Very Unlikely to occur	2 Unlikely	3 Possible	4 Likely	5 Very Likely
Severity (Impact)	1 Minor injury (No first aid required)	1	2	3	4	5
	2 Moderate (First Aid likely required)	2	4	6	8	10
	3 Serious (Hospital or GP Treatment)	3	5	9	12	15
	4 Major (Significant Injury/Disability)	4	8	12	16	20
	5 Fatality	5	10	15	20	25

Overall Risk Rating = Severity x Likelihood		
Evaluated Risk Level	Guidance	Matrix Score
<b>Intolerable</b>	Work should not be started or continued until the risk has been reduced. If it is not possible to reduce risk even with unlimited resources, work has to remain prohibited e.g. Operating bikes on icy road conditions	<b>15-25</b>
<b>Substantial</b>	Work should not be started until the risk has been reduced. Considerable resources may have to be allocated to reduce the risk. For NBB purposes, Substantial & Intolerable risk are much the same and action must be taken immediately to reduce the risk.	<b>9-12</b>
<b>Moderate</b>	Efforts should be made to reduce the risk but the costs of prevention should be carefully measured and evaluated. Risk reduction measures should be implemented within a defined time period. Where the moderate risk is associated with extremely harmful consequences, further assessment may be necessary to establish more precisely the likelihood or harm and determining the need for improved control measures.	<b>4-8</b>
<b>Tolerable</b>	No additional controls are required. Consideration may be given to a more cost-effective solution or improvements that impose no additional cost burden. Monitoring is required to ensure that the controls are maintained.	<b>2-3</b>
<b>Trivial</b>	No action is required, however documentary records need to be kept.	<b>1</b>

**Northumbria Blood Bikes Definition:  
General Operations - Exposure to Blood Borne Pathogens**

**Version Control and History**

Date	Version	Author:	Reason For Change
Jan 2020	1.0	D Burns/G Annan	First Version
2024	1.1		Full Revision
Jan 2025	1.2	Sean Storey	Amended point 3 in risk 3 (spill kits)