

Risk Assessment and Management Policy

Version Control Sheet

VERSION	DATE OF REVIEW	IMPLEMENTED AND AUDITED BY	STATUS	COMMENTS
4	01/04/2024	Ann Kelly (Registered Manager)	Active	To be reviewed 01/04/2025

Purpose

Risk assessment is at the heart of Health and Safety, as it is the introduction of processes and procedures aimed at identifying hazards, examining their associated risks, and reducing those risks to the minimum level, thereby improving health and safety for all. This policy identifies the approach of Clinical24 Staffing Limited and its accepted responsibilities.

Statement

A risk assessment is nothing more than a careful examination of what, in our work and environment, could cause harm to people. It enables us to weigh up whether we have taken enough precautions or should do more to prevent harm.

It is an important step in protecting workers and our businesses, as well as complying with the law. Risk assessments help us focus on the risks that really matter in our workplaces: the ones with the potential to cause harm. In many instances, straightforward measures can readily control risks. The law does not expect us to eliminate all risk, but we are required to protect people as far as is reasonably practicable. Accidents and ill health can ruin lives and affect our businesses if output is lost, machinery is damaged, insurance costs increase, or we have to go to court. There is a general legal requirement to carry out suitable and sufficient risk assessments of all activities undertaken by an organisation.

The aim of this policy is to ensure, so far as is reasonably practicable, the health, safety and welfare of our worker, while they are at work, through the risk assessment process and to comply with all relevant legislation, including the:

- Health and Safety at Work (Northern Ireland) Order 1978.
- Management of Health and Safety at Work Regulations (Northern Ireland) 2000.

Procedure and Guidance

To ensure that all activities are undertaken safely in accordance with the risk assessment process and that this policy is clearly understood throughout Clinical24 Staffing Limited, we will:

- ensure that suitable and sufficient risk assessments are carried out on all risks to the health and safety of our worker that they are exposed to while at work, including for example, Fitness to Work, Pregnancy, or Accident or Injury.
- ensure that these risk assessments take into consideration not just staff but those who could be affected by risks to their health and safety, arising out of, or in connection with, our undertakings.
- provide such information, instruction, training and supervision as is necessary to ensure all staff undertaking risk assessments understand the process.
- ensure that adequate resources are made available to fulfil the requirements of this policy.


To fulfil our responsibilities as outlined above, we will:

- provide risk assessors with sufficient information, instruction and training to ensure that risk assessments are suitable and sufficient.
- identify all operations and activities undertaken by our worker.
- complete a detailed assessment of each activity or operation.
- review and amend, as necessary, assessments on an annual basis, when significant changes or accidents occur or when we have any reason to believe the assessment is no longer valid.

Review and Updates

This Policy will be reviewed annually to ensure its effectiveness, relevance, and compliance with evolving regulatory requirements.

Next Review

Reviewed by:	Ann Kelly
Title:	Registered Manager
Signed:	
Last Review Date:	01/04/2024
Actions:	Address Updated

Next Review Date: April 2025