Faculty of Medicine

**Undergraduate Practicals - Risk Assessment Guidance & hazard identification**

Risk assessments need to be done for all hazardous aspects of the practical. This is the responsibility of the Supervisor of the class practical. Existing risk assessments can be referred to. Any conclusions and control measures from the risk assessments need to be incorporated into the practical protocol as issued to students, including any emergency procedures, for example dealing with a spillage, and incident reporting. The age and inexperience of the student participants must be considered when writing the protocols.

The form below is to be used to:

* Highlight any gaps in the risk assessment process identified during writing the protocol.
* Provide the record of risk assessment considerations
* Be reviewed annually and copied to the Campus Safety Manager along with the practical protocol.

Note that supervision arrangements need to reflect the hazardous nature of the practical.
The Faculty Education Office (Medicine) is responsible in centrally-managed teaching laboratories for providing a suitable environment and competent technical support including the provision of first aid.

Please contact your relevant Campus Safety Manager if you require any advice.

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| 1. Supervisor responsible for the practical |
| Name : |       |
| 2. Details of the practical |
| Course name: |       |
| Title : |       |
| Briefly outline the practical and identify health and safety considerations: |       |
| Class size (per session): |       |
| N° students per demonstrator: |       |
| Location of practical:(building / room number) |       |

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| Hazard identification (RA) | Delete as approriate |
| 3.1 Work involves using animals or animal tissues or animal by-products? |  |
| If no, go to section 3.2. [ ] [ ] If yes, continue below.  |
| Are there any health or environmental risks associated with the animal tissue? (work with GM animals is covered later). If yes, is a DP2 form available – see <http://www3.imperial.ac.uk/safety/formsandchecklists/raforms1>  |  |
| Have you got any reasons to suspect the tissue may contain any animal pathogens as listed under Schedule 1 of the Specified Animal Pathogen Order 2008? (See list of pathogens on <http://www.opsi.gov.uk/si/si2008/uksi_20080944_en_1> .)If yes, please discuss control measures with the Campus Safety Manager. |  |
| 3.2 Work involves deliberate use of biological agents |  |
| If no, go to section 3.3.If yes, continue below. |
| Working with human pathogensIf yes, this work needs to fulfil requirements under COSHH Regulations. Please fill in form DP1 - see <http://www3.imperial.ac.uk/safety/formsandchecklists> Note: This is not required if the work uses genetically modified organisms, which is covered by the GM Regulations (below). |  |
| Involves use of any animal pathogens as listed under Schedule 1 of SAPO 2008? (See list of pathogens on http://www.opsi.gov.uk/si/si2008/uksi\_20080944\_en\_1.)If yes, please discuss control measure with campus Safety Manager. |  |
| Involves any genetic modificationIf yes, please ensure the practical work is covered by the existing GM project. Please see <http://www3.imperial.ac.uk/safety/formsandchecklists/raforms1> for guidance on GM work |  |
| 3.3 Work involves contact with human tissue, patients or human volunteers (which has not been covered in 3.2)? |  |
| If no, go to section 3.4.If yes, continue below. |
| Involves using human samples?If yes, please fill in form DP2 (see <http://www3.imperial.ac.uk/safety/formsandchecklists/raforms1> ) or amend existing one accordingly. Course organisers need warning if students require prior vaccination. |  |
| Involves taking human blood samples ? If yes, please see OH guidance on: <http://www3.imperial.ac.uk/occhealth/guidanceandadvice/blooddonationsforresearch>  |  |
| 3.4 Work with other hazardous substances |
| Working with hazardous chemicals?If yes, risks, appropriate PPE and emergency/first aid measures must be highlighted. For a copy of the Imperial College COSHH assessment/SOP form double click <http://www3.imperial.ac.uk/safety/formsandchecklists/raforms1>  |  |
| Using radioactive substance /ionising radiation?All such work needs to be authorised and registered with the Radiation Protection Officer; please see <http://www3.imperial.ac.uk/safety/formsandchecklists/irregforms>  |  |
| Using non-ionising radiation?If yes, complete SOP, highlighting risks and control measures. |  |
| Using liquid nitrogen/solid CO2?If yes, risks, appropriate PPE and emergency/first aid measures must be highlighted in the protocol; info on <http://www3.imperial.ac.uk/safety/subjects/gasesandcryo>  |  |
| Using compressed gases?If yes, risks and emergency measures must be highlighted on the SOP/ work protocol |  |
| Exposure to latex proteins?Please note that it is College policy not to use latex gloves unless their use is justified by providing a significant advantage over other types, such as nitrile, for this particular practical. Please see <http://www3.imperial.ac.uk/occhealth/policies/glovepolicy> . |  |
| 3.5 Other hazards |
| Manual Handling?Manual Handling should be avoided where possible. If unavoidable - please see <http://www3.imperial.ac.uk/occhealth/guidanceandadvice/manualhandling>  |  |
| Using Hazardous equipment?If yes, ensure appropriate training and supervision. |  |
| Is ethidium bromide in use? If yes, please justify not using use safer alternative. |  |
| Any other hazards e.g. heat, sharps? |  |
| 3.6 Student specific risk? |
| Are there any risks arising from the fact that the students are generally young and inexperienced?If yes, please consider how this can be reasonable controlled in the practical. Amend section 2 as necessary. |

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| Declaration |
| I undertake to ensure that no practical will be carried out until all relevant assessments have been carried out and control measures are in place and recorded. All risks to the participants have been reduced as far as possible and, where any risks remain, these are negligible.Supervision of student reflects the hazardous nature of the practical.Protocols include all necessary safety precautions and emergency procedures. Copies of the protocols will be sent to the Campus Health and Safety Manager for approval and comment. |
| Name : |       |
| Date : |       |