

Individual Health Risk Assessment (IHRA) Process (UPDATED August 2021)

WHSW have streamlined the COVID-19 Individual staff health risk assessment to allow for a staff self-assessment and to reduce the time required of the staff member and the manager.

Please ensure any staff returning to work on campus complete via the following link an individual online Self assessed COVID health risk assessment this assessment will identify their [COVID age](#).

The individual Covid risk assessments are required so that you, as the manager, can understand where an individual may be at any increased risk from Covid-19, or considered Vulnerable. The Covid-age calculator is personal and requires that the individual enters their personal details in response to a series of questions. The calculator is located in a table found as you scroll down from the page you are linked to; this page shows the background explanation of how vulnerability is assessed and is found in the box headed ALAMA Covid-age. The individual needs to complete the questions in the left hand column of the table. Once these have been filled out fully the Blue box on the right-hand side column will display a Covid-age specific to them. This age (number) is then checked against the categories set out below based on their Covid-age.

RED	COVID age of 85 and over
Highest risk from COVID-19 and considered 'extremely clinically vulnerable'. You should work from home if possible. Your manager will refer you to Occupational Health for clinical advice on whether you require any additional control measures to enable you to safely return to campus. You can return to campus work if you are unable to work from home provided it can be made reasonably safe for them to do so. This would require a low risk work activity and full risk assessment.	
AMBER	COVID age of 70-84
High risk. Should only work in low or standard risk work activities and will need to maximise social distancing. Other controls will also be recommended such as use of face coverings and these may be in addition to other standard risk mitigations such as regular hand washing.	
YELLOW	COVID age of 50-69
Moderate risk. You can work in Medium, standard or low risk work activities with sufficient adjustments and risk limitation in place. Other standard risk mitigation advice, such as regular hand washing and wearing a face covering where required/recommended must be followed.	
GREEN	COVID age of under 50
Low risk. You can work on campus social distancing. Other standard risk mitigation advice must be followed.	

- The staff member should then check their COVID age against the chart above and identify if they fall into the Red, Amber, Yellow or Green Category.

- The staff member should inform their manager which category they are in and the Manager will need to only refer staff members in the RED category to OH.
- When referring the staff member to Occupational Health ([on the COVID referral form](#)) you will need to include an Covid [individual work activity risk assessment](#).
- On receipt of the referral the staff member will be sent a supplementary COVID health questionnaire from Occupational Health and an individual COVID health risk assessment will be undertaken by a clinician. If necessary, an appointment will be made.
- Staff who are not in the **red category** who wish to be referred to OH can request this from their manager (the line manager will need to refer them on a [OH referral form](#)).
- If, following a clinical review (taking into account vaccination status and local infection rates) additional control measures or work restrictions are required, then Occupational Health will advise the manager of this with the Staff Member's consent.
- Please note, if your health status changes, this may have an impact on your COVID age. Please repeat this risk assessment and inform your line manager if the change to your COVID age puts you at a significant risk.