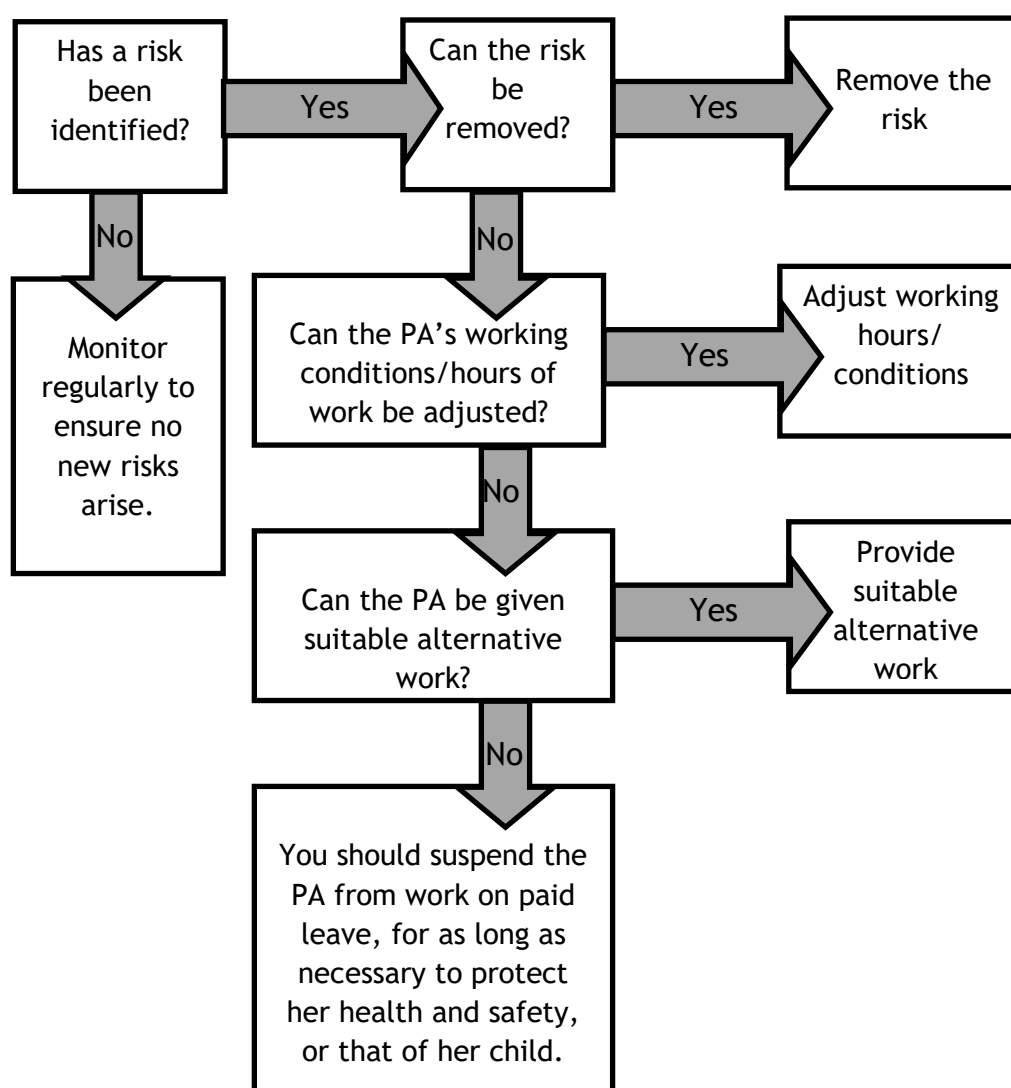


RISK ASSESSMENT FOR NEW AND EXPECTANT MOTHERS

If your PA tells you that she is pregnant you must carry out a new risk assessment specific to her considering specific risks for new or expectant mothers as well as any medical advice provided by your PA's GP or midwife. **Always consult the Legal Employment Advice Service through your Employer's Liability Insurance, especially if you are considering suspending the PA on paid leave.**

You may find the following flow diagram helpful when completing the risk assessment:



RISK ASSESSMENT FOR NEW AND EXPECTANT MOTHERS		
PA name:		
Employer name:		
Date of risk assessment:		
SECTION ONE: THE WORKING ENVIRONMENT		
A. PHYSICAL HAZARDS & ASSOCIATED RISKS		
Ionising radiation E.g. X-rays	Yes ☐	No ☐
Non-ionising radiation E.g. ultra-violet light and strong magnets	Yes ☐	No ☐
Manual Handling Pregnant workers may be at increased risk from manual handling injuries. Hormonal changes can affect the ligaments, increasing susceptibility to injury, and postural problems may increase as the pregnancy progresses. Risk continues for up to 3 months after delivery. There is no evidence to suggest that breastfeeding alone places mothers at greater risk from manual handling injury.	Yes ☐	No ☐
Adverse movements and postures Postural problems can arise at different stages of pregnancy and on returning to work. Due to the physical changes taking place during pregnancy women are likely to experience problems if required to maintain a constant posture for extended periods of time. Sitting for prolonged periods increases the risk of developing blood clots. Constant standing can cause dizziness and fatigue. Backache is a common feature of advancing pregnancy and may impact a woman's preferred way of working. Working in confined spaces may become problematic due to changes in the centre of gravity and reach, potentially resulting in sprain or strain injuries.	Yes ☐	No ☐

If you answered yes to any of the questions above please provide further details:

Action to be taken 'control measures':

Manual handling

As an employer you are legally required to ensure that your PA has the training they need to be able to carry out the tasks within their role safely, if your PAs require manual handling training please contact us on 01903 219482 or email: training@independentlives.org.

New and expectant mothers should take particular care when moving any loads and should not presume that they are capable of moving equipment "as normal". It is important that the requirement for manual handling is reduced as much as possible and that where it is essential for the PA to carry out manual handling tasks they alter the way the task is done to minimise fatigue and reduce physical stress etc. This is particularly important from the 28th week of pregnancy onwards.

Adverse movements and postures

Work should be structured to allow for regular changes in posture. Work in confined spaces should be completely avoided.

B. CHEMICAL HAZARDS & ASSOCIATED RISKS
All work which involves exposure to hazardous chemicals requires a separate specific risk assessment. If your PA works with any hazardous chemicals you should contact the Health and Safety Executive Website for further advice.

All work which involves exposure to hazardous chemicals requires a separate specific risk assessment. If your PA works with any hazardous chemicals you should contact the Health and Safety Executive Website for further advice.

If you answered yes to any of the questions above please provide further details:

Action to be taken 'control measures':

C. BIOLOGICAL HAZARDS & ASSOCIATED RISKS

For most workers, the risk of infection is not higher at work than from living in the community. However in certain jobs, including health care jobs, exposure to infections is more likely and there may be a risk to new or expectant mothers.

Some biological agents (infections/diseases) are known to cause miscarriage or physical and neurological damage to the unborn child.

Work involving potential exposure to infections and diseases which cause harm to the mother or the unborn baby should never be permitted. There is a list below of infections and diseases which are known to cause harm to pregnant women and unborn babies, this list is not exhaustive. If you are concerned about something which does not appear on this list you should seek advice from the Health and Safety Executive Website.

Women who have been vaccinated against or are known to be immune to a particular condition will be able to continue in their work.

During her work for you will your PA come into contact with:

Bodily fluids inc. blood, urine or faeces	Yes ☐	No ☐
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During her work for you will your PA be definitely or possibly exposed to:

Rubella	Yes ☐	No ☐
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Diphtheria	Yes ☐	No ☐
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Measles	Yes ☐	No ☐
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Hepatitis B	Yes ☐	No ☐
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HIV or AIDS	Yes ☐	No ☐
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Herpes	Yes ☐	No ☐
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Tuberculosis	Yes ☐	No ☐
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Syphilis	Yes ☐	No ☐
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Chickenpox	Yes ☐	No ☐
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Typhoid	Yes ☐	No ☐
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Toxoplasma	Yes ☐	No ☐
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Any other infectious agent/ disease	Yes ☐	No ☐
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If you answered yes to any of the questions above please provide further details:

Action to be taken 'control measures':

Appropriate control measures may include:

- physical containment
- hygiene measures inc. gloves, aprons, masks etc
- use of available vaccines

If your PA will be exposed to biological hazards you may wish to contact the Health and Safety Executive Website for further advice.

4. WORKING CONDITIONS HAZARDS & ASSOCIATED RISKS

Work with computers

Although working with computers is not a problem in pregnancy your PA may experience postural issues particularly in the latter stage of pregnancy when the increased abdominal size may contribute to discomfort while sitting. This is not only confined to upper body stresses, but

Yes ☐

No ☐

also those to the lower body. In particular circulatory problems can become more pronounced in the later stages of pregnancy.		
Lone working It is recommended that pregnant women do not work alone especially in the latter stages of pregnancy.	Yes ☐	No ☐
Stress The following can lead to an increased vulnerability to stress during pregnancy • Hormonal, physiological and psychological changes occur and can change rapidly during and after pregnancy, sometimes affecting susceptibility to stress, or to anxiety or depression in individuals • Financial, emotional and job insecurity may be issues • It may be difficult to organise work and private life, especially with long, unpredictable or unsociable working hours or where other family responsibilities are involved Stress is associated in some studies with increased incidence of miscarriage and pregnancy loss, and also with impaired ability to breastfeed. Women can also suffer from post natal depression.	Yes ☐	No ☐
Night work Special consideration needs to be given to new and expectant mothers who work at night. If your PA produces a medical certificate stating that night work could affect her health, she should be offered alternative day time work.	Yes ☐	No ☐
Smoking Pregnant women must not be exposed to cigarette smoke as it can harm their unborn child.	Yes ☐	No ☐

Working at heights Due to the physical and physiological changes which occur during pregnancy it is hazardous for pregnant women to work at heights, for example using ladders.	Yes ☐	No ☐
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High temperatures Pregnant women do not tolerate heat as well and may more readily faint or be more liable to heat stress. Breastfeeding may be impaired by heat dehydration.	Yes ☐	No ☐
Low temperatures Working in extreme cold may be a hazard for pregnant women. The risks are higher if there are sudden changes in temperature.	Yes ☐	No ☐
Travelling for work Travelling in the course of work, (and to and from the workplace), can be problematic for pregnant women, involving risks including fatigue, vibrations, stress, static posture, discomfort and accidents. These risks can have a significant effect on the health of new and expectant mothers.	Yes ☐	No ☐
Mental or physical fatigue Standing: Continuous standing during the working day may lead to dizziness, faintness, and fatigue. It can also contribute to an increased risk of premature childbirth and miscarriage. Excessive physical or mental pressure may cause stress and can give rise to anxiety and raised blood pressure.	Yes ☐	No ☐
Shocks, vibration and movement Shocks, vibration and excessive movement may cause increased risk of miscarriage.	Yes ☐	No ☐
Violence The potential for violence at work should be identified and removed as physical assault during pregnancy can result in placental detachment, miscarriage, premature delivery and it may impair a mother's ability to breastfeed.	Yes ☐	No ☐

If you answered yes to any of the questions above please provide further details:

Action to be taken 'control measures':

Computers

It is important that the PA can regularly change position to minimise potential for developing postural problems. They will need adequate lumbar support may require a footrest to ensure good posture.

Mental and Physical Fatigue

Where work involves the PA moving around the workplace it must be ensured that hours of work and the volume and pacing of work are not excessive. More frequent rest breaks will help to avoid or reduce fatigue.

Thermal comfort

Provision of adequate rest and refreshment breaks with unrestricted access to drinking water. New and expectant mothers should note that thirst is not an early indicator of heat stress.

If the temperature of the workplace is affected due to the external temperature e.g. extreme weather conditions (snow, heat wave etc), normal heating/cooling processes may need to be altered e.g. extra clothing, air conditioning/fan, turning central heating up or down, opening the window.

Lone Working

If your PA works alone while pregnant it is essential to consider what help and support is available when required.

Working at Heights

You must not allow your PA to work at heights if she is pregnant this includes the use of ladders, step ladders or stools.

Travelling for work

Ongoing communication with the PA as her pregnancy progresses, review work activities which require her to travel.

Alteration of working hours to avoid travelling during the rush hour may help manage fatigue.

Personal protective equipment

Pregnancy (and breastfeeding) involves physiological changes which may make some existing work and protective equipment not only uncomfortable but also unsafe e.g. where equipment does not fit properly or comfortably.

If PPE fit and comfort becomes a problem alternatives should be sourced, if no suitable alternative available, other work should be found.

Stress

You will need to take account of known stress factors such as shift patterns, job insecurity, workloads, etc and the particular medical and psychosocial factors affecting the individual woman.

Protective measures may include adjustments to working conditions or working hours, and ensuring understanding, support and recognition is available when the woman returns to work, while respecting privacy.

Violence

Every reasonable effort must be made to prevent/remove the potential for violence in the PA's workplace.

Smoking

Do not allow smoking in the workplace. If smoking does occur in the workplace because it is a private residence, do not expose the PA to it. If necessary alter her work type/working hours to remove this risk.

SECTION 2: SPECIFIC MEDICAL ISSUES

Please use this section to give details of medical conditions and/or medical advice given to the PA by their GP, midwife or other registered medical practitioner.

Comments:

Action to be taken 'control measures':

SECTION 3: BREASTFEEDING OR RETURNING TO WORK WITHIN 6 MONTHS OF DELIVERY

Date of delivery:

Date of return to work:

Is the PA continuing to breastfeed when they return to work?

Yes ☐

No ☐

Details of arrangements for breastfeeding/expressing whilst at work

Does the work result in exposure to chemicals?

Yes ☐

No ☐

Does the work involve any of the following?

Manual handling

Yes ☐

No ☐

Mental and physical fatigue	Yes ☐	No ☐
Prolonged standing	Yes ☐	No ☐
<u>Action to be taken 'control measures':</u>		
Have there been any changes to the risk assessments/working procedures whilst the PA has been away that she should be briefed about?	Yes ☐	No ☐
Details:		
Signed (PA):		
Signed (employer):		
Date:		
Review date:		

Please note this risk assessment works in addition to the risk assessment already carried out for this workplace and should be read in conjunction with it.