



NHS Blood and Transplant - Safety, Health and Environment Risk and Inspections Actions and documents sections will show after saving. For assistance with completing this form, please email DATIX Administrator.

Location National (for Risk Assessment use only) Centre Blood Supply Directorate Hospital Services Dept/Area On/Off Site On-site NHSBT Property Location Laboratory

Type of Form Required and its Purpose

Form Required

Manual Handling Risk Assessment

Select the correct form for your needs. For risk assessments this should be in accordance with your training.

Title Use of Transport Containers

HSD/NAT/MHA/071 Reference Number

E.a. BD/RA/Gen/001 or D-HR-01

IdentifierThis should summarise what you are assessing e.g. activity, process, workplace.
If there are reference documents such as MPDs and SOPs then include the titles and numbers here.

Identifier

What might occur?

Handling of Transport Containers in Hospital Services. Transport Containers used are:-Long journey containers (Va-Q-tec) Short journey containers (Va-Q-tec) Session containers (Polar bags)

The Va-Q-tec containers are used with the appropriate temperature stabilisation materials for the transport of blood and blood products to hospitals and NHSBT centres nationally.
The temperature stabilisation materials are
- Phase Change Materials (PCM's).
- Bags of dry ice pellets.
The handling of the Va-Q-tec boxes is driven by hospital requests and may occur at various stages in the process.

The session containers (Polar bags)are used to return product from sessions for bonding at SHU's or manufacture at larger sites; they require no temperature stabilisation material.

DAT48 – Capacity and Transportation Time Limits for Transport Boxes
MPD47 – Centre Stock Management
SOP4147 – Request Management – Component Issue
DAT1550 – Instructions for Maintenance and Cleaning of Blood Transport Boxes
SPN796 – Maintenance of the va-Q-tec Long Journey Transport Container and the Replacement of the Outer Covers
DAT1598 – SSW- Handling of Va-Q-Tec Blood Component Transfer Boxes
SOP526 - Request Management - Stock Movements of Blood Components and non-blood emergency products
between NHSBT sites
DAT2057 - Guidance for the Container Type to be used for Deliveries
MPD1090 - Health and Safety Risk Management
MPD1095 - Management of session output at a Stock Holding Unit
SOP361 - Session receipt for Manufacturing and Hospital Services on a Manufacturing Site
SOP4221 - Managing session output at a Stock Holding Unit

Who is affected?

Documents

No documents.

Who is affected and how?

Agency Worker Employee New and expectant mother Young Person

How are they affected? Employee/Agency - All HS staff would be expected to handle tranpsort containers.

Best practice is to link with the specific hazards if all are not applicable.

New and expectant mother - see HSD/NAT/PEO/131

Young person - see HSD/NAT/PEO/130

Inherent Risk GradingInherent risk is an evaluation of the damage that could occur assuming there are no controls are in place or there is catastrophic failure of the controls. It is completed for the activity / assessment as a whole.

Inherent Risk

Red-Extreme Orange-High Yellow-Moderate Green-Low

	Impact	Impact						
Likelihood	Negligible	Minor	Moderate	Major	Catastrophic			
Almost Certain		•	•	•	•			
Likely		•	•	•	•			
Possible	•	•	0	•	•			
Unlikely	•	•		•	•			
Rare	•	•	•	•				
	Rating (initial): 9		Risk level (initial):					
	High							

Moving transport containers within the Hospital Services department, including selection of appropriate transport container, packing/unpacking of transport container, storage or immediate despatch of transport container, cleaning and maintenance of transport containers, storage of empty transport containers. The moving of transport containers includes picking up and putting down from bench to floor or trolley heights, lifting from bench to bench or trolley, carrying transport containers between areas. TASK Include related steps and process Multiple handling, WRULD from - loading/unloading transport containers from trolleys. - moving/stacking transport containers from storage areas/bench areas/trolleys - prevention of transport containers overbalancing/falling from storage/trolleys/benches Associated Hazards Include any existing control measures which mitigate these hazards. Existing control measures - Trolleys - Adjustable height benches (in some centres) - General Manual Handling Training and Ergonomics Awareness - SSW User operations manuals - Oser Operations manuals - Supervision during normal working hours - PPE available - lab coats/gloves - Accident/near miss reporting procedure - Va-Q-tec boxes are stackable Load and task are suitable for all staff but where individual risk assessments are required further controls will be INDIVIDUAL CAPABILITY Considered. All staff are individuals, some staff may not be able to do all aspects of this task and may need individual risk assessments. Pre-existing conditions may be made worse. Include related steps and process Multiple handling, WRULD from - loading/unloading transport containers from trolleys. - moving/stacking transport containers from storage areas/bench areas/trolleys - prevention of transport containers overbalancing/falling from storage/trolleys/benches Associated Hazards Include any existing control measures which mitigate these hazards. Existing control measures - Trolleys - Irolleys - Adjustable height benches (in some centres) - General Manual Handling Training and Ergonomics Awareness - SSW SSW User operations manuals Supervision during normal working hours PPE available - lab coats/gloves Accident/near miss reporting procedure Va-Q-tec boxes are stackable Long journey Va-Q-Tec transport containers:-Box weighs 4.4kgs empty. Box + 4 Phase Change Materials (PCMs)will weigh approximately 8.45kgs when not loaded with blood 12.3kgs when fully loaded with maximum 12 units of blood. LOAD Include related steps and process Each box measures 300mm x400mm x330mm externally (WxLxD) Each transport container has 2 ergonomically designed handles on opposite sides which allow a correct handling technique to be used. The handles are quite short to prevent the transport container from being carried over the shoulder. Lids on this transport container are snug but will wear in as the box is used. Short journey Va-Q-tec transport containers:Medium box weighs 2.2kgs empty. Small box weighs 1.7kgs empty. Medium Box + 4 Phase Change Materials (PCMs)will weigh approximately 7kgs when not loaded with product Maximum weight of 12kgs when fully loaded with 4 PCMs and a maximum 15 units of blood or 11kgs with 4 PCMs and a maximum of 15 units of platelets. Medium box measures 350mm x420mm x350mm externally (WxLx Small box measures 310mm x410mm x270mm externally (WxLxD) Each transport container has 2 ergonomically designed handles on opposite sides which allow a correct handling technique to be used. The handles are quite short to prevent the transport containers from being carried over the shoulder. Lids on this transport container are snug but will wear in as the box is used, there is a notch in the base of the transport container to aid opening of the lids. Session Containers, red whole blood (Polartherm bags):Maximum 10 blood packs per container is permitted, giving a maximum mass of 11.5Kg - this is 1.5Kg less than the 13Kg identified as guidance for maximum mass to be lifted close to the body from lower leg level by individuals of small stature Session Containers, blue platelets and plasma (Polartherm bags):Maximum 10 donations per container is permitted, giving a maximum mass of approximately 9Kg, less than the 13Kg as above. 13Kg as above. Bag measures max when zipped up $48cm(W) \times 32cm(H) \times 42cm(D)$. This equals a cubic volume of 0.0645 m3 (Cubic meters). Each transport container has 2 ergonomically designed handles on opposite sides which allow a correct handling technique to be used. The handles are quite short to prevent the transport container from being carried over the shoulder. There is velcro on the handles to enable them to be fastened together when stacked. Multiple handling, WRULD from - loading/unloading boxes from trolleys. - moving/stacking boxes from storage areas/bench areas/trolleys - prevention of boxes overbalancing/falling from storage/trolleys/benches Associated Hazards Include any existing control measures which mitigate these hazards. Existing control measures - Trolleys - Adjustable height benches (in some centres) - General Manual Handling Training and Ergonomics Awareness - SSW SSW User operations manuals Supervision during normal working hours PPE available - lab coats/gloves Accident/near miss reporting procedure Va-Q-tec boxes are stackable This may vary across centres, variations in flooring and lighting for example are considered locally. Temperature controlled laboratory work areas at ambient temperatures. Coldrooms at 4 C. Ambient temperature storage, despatch areas and session bonding areas. WORKING ENVIRONMENT Include related steps and process Space constraints. Manual handling within a cold environment (coldrooms) Associated Hazards

Existing control measures
- Management Inspection Checklists are done regularly.
- General Manual Handling Training and Ergonomics Awareness
- SSW

Supervision during normal working hours

Include any existing control measures which mitigate these hazards.

	- PPE available - lab coa - Accident/near miss rep								
OTHER FACTORS/ADDITIONAL INFORMATION Consider claims for injuries, manual handling accidents and any trends in sickness?	n/a	orang procedure							
Associated Hazards Include any existing control measures which mitigate these hazards.									
Controls in place Best practice is to directly link the control eliminate, substitute, engineering control Equipment (PPE).	ols to the hazards they are r ls, information, instruction	reducing and to list to (such as SOPs and S	hem in order of SW), training, s	preference accordir upervision, health s	g to the hierar urveillance and	chy of control i.e. Personal Protective			
Controls in place E.G. "Gloves available to wear- YES" For COSHH assessments please consider other controls e.g. Health Surveillance.	Trends in sickness, manual handling accidents and claims for injury have been considered and are monitored and reviewed locally and nationally at regular intervals, as described in MPD1090 - Health and Safety Risk Management.								
	Engineering controls -Trolleys provided and used - YES - Adjustable height benches in some centres - YES -Containers are stackable - YES -Notch in short journey container (VaQtec) boxes to aid lid opening - YES								
	Information controls -Accident and near miss reporting tool - YES								
	Instruction controls -SO Use of temperature stat YES	P's,User Operations I vilisation materials (H	Manual and SSV ISD/NAT/MHA/0	V available and follo 170) and Phase Char	wed. National r nge Materials (I	isk assessments for HSD/NAT/CSH/101)	-		
	Training controls -Gener	al Manual Handling ⁻	Fraining and Erg	onomics Awareness	- YES				
	Supervision controls -Supervision during normal working hours - YES								
Final risk Grading	PPE controls -PPE availa		, ,						
Residual risk is an evaluation of the dam assessment as a whole.	age that could occur after t	aking into account ti	ne effectiveness	of current controls.	It is completed	d for the activity /			
Residual Risk		Impact							
Red-Extreme	Likelihood	Impact Negligible	Minor	Moderate	Major	Catastrophic			
Red-Extreme Orange-High Yellow-Moderate	Likelihood Almost Certain		Minor	Moderate	Major	Catastrophic			
Red-Extreme Orange-High		Negligible							
Red-Extreme Orange-High Yellow-Moderate	Almost Certain	Negligible	•	•	•	•			
Red-Extreme Orange-High Yellow-Moderate	Almost Certain Likely	Negligible	•	•	•	•			
Red-Extreme Orange-High Yellow-Moderate	Almost Certain Likely Possible	Negligible Output	•	•	•	•			
Red-Extreme Orange-High Yellow-Moderate	Almost Certain Likely Possible Unlikely	Negligible Output	•	0	•	0			
Red-Extreme Orange-High Yellow-Moderate Green-Low Additional control measures to redu	Almost Certain Likely Possible Unlikely Rare	Negligible Rating (currently Moderate	• • • • • • • • • • • • • • • • • • •	Risk level	•	0			
Red-Extreme Orange-High Yellow-Moderate Green-Low	Almost Certain Likely Possible Unlikely Rare	Negligible Rating (currently Moderate	• • • • • • • • • • • • • • • • • • •	Risk level	•	0			
Red-Extreme Orange-High Yellow-Moderate Green-Low Additional control measures to redu When adding actions they should be tare Please note that you will have to save th	Almost Certain Likely Possible Unlikely Rare ICC risk Jetting the highest risk areasis record before the Actions	Rating (curred Moderate stock help reduce the section is enabled.	• • • • • • • • • • • • • • • • • • •	Risk level	•	0			
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Date/Time



Contact ID

No notification e-mails sent

Recipient E-mail

Notifications
Recipient Name