

### Risk Assessment Form

Use this form for any detailed risk assessment unless a specific form is provided. Refer to your Summary of Hazards/Risks and complete forms as required, including those that are adequately controlled but could be serious in the absence of active management. The Action Plan and reply section is to help you pursue those requiring action.

<b>Name of Initial Assessor:</b>	Pauline Hall Barrientos	<b>Post Held:</b>	MR Safety Expert
<b>Department:</b>	Imaging	<b>Date (initial review):</b>	08/01/19
<b>Subject of Assessment:</b> E.g.: hazard, task, equipment, location, people			
<b>Use of Oxygen Cylinders in the MRI magnet room</b>			
<b>Hazards</b> (Describe the harmful agent(s) and the adverse consequences they could cause)			
The high static magnetic field of the MRI scanner is a concern if ferromagnetic Oxygen cylinders are brought into the magnet room.			
<b>Description of Risk</b> A ferrous Oxygen cylinder brought into the MRI magnet room has the potential to become a fatal missile. This poses a risk to both patients and staff.			
<b>Existing Precautions</b>  Oxygen cylinders and any gauges attached to them are checked with a handheld magnet prior to being allowed into the MRI controlled access area.  Following checks with the handheld magnet, oxygen cylinders are labelled with a MR safe sticker.  All staff working in MRI are familiar with the need to ensure safety of Oxygen cylinders.		<b>Describe how they might fail to prevent adverse outcomes.</b>  <b>Failure to check the cylinder might result in the cylinder making its way into the controlled access area. However, if the cylinder is not marked as safe, staff should know not take it into the magnet room</b>  <b>Inexperienced or temporary staff allocated to MRI are a significant risk. While we endeavour to inform all temporary staff of safety considerations and risks of the MRI environment, the increasing pressure on the service means it is not always possible to obtain staff for MRI who have worked in the environment previously. All such staff should be informed of the risks and dangers of MRI. They should also read the local rules for authorised members of staff.</b>	

**Level of Risk** - Is the control of this risk adequate?

Give more than one risk level if the assessment covers a range of circumstances. You can use the 'matrix' to show how 'likelihood' and 'consequences' combine to give a conclusion. Also, be critical of existing measures: if you can think how they might fail, or how they could be improved, these are indications of a red or orange risk.

#### Risk Matrix

<u>Likelihood</u>	<u>Impact/Consequences</u>				
	Negligible	Minor	Moderate	Major	Extreme
Almost Certain	Medium	High	High	V High	V High
Likely	Medium	Medium	High	High	V High
Possible	Low	Medium	Medium	High	High
Unlikely	Low	Medium	Medium	Medium	High
Rare	Low	Low	Low	Medium	Medium

■ Very High     
 ■ High     
 ■ Medium     
 ■ Low

#### Current risk level

Given the current precautions, and how effective and reliable they are, what is the current level of risk? **Green** is the target – you have thought it through critically and you have no serious worries. Devise ways of making the risk green wherever you can. **Yellow** is acceptable but with some reservations. You can achieve these levels by reducing the inherent risk and or by effective and reliable precautions.

**High (Orange) or Very High (Red) risks are unacceptable and must be acted on: use the Action Plan section to summarise and communicate the problems and actions required.**

## Action Plan (if risk level is High (Orange) or Very High (Red))

Use this part of the form for risks that require action. Use it to communicate, with your Line Manager or Risk Coordinator or others if required. If using a copy of this form to notify others, they should reply on the form and return to you. Check that you do receive replies.

Describe the measures required to make the work safe. Include hardware – engineering controls, and procedures. Say what you intend to change. If proposed actions are out with your remit, identify them on the plan below but do not say who or by when; leave this to the manager with the authority to decide this and allocate the resources required.

Proposed actions to control the problem	By Whom	Start date	Action due date
List the actions required. If action by others is required, you must send them a copy			

**Action by Others Required - Complete as appropriate: (please tick or enter YES, name and date where appropriate)**

Report up management chain for action	
Report to Estates for action	
Contact advisers/specialists	
Alert your staff to problem, new working practice, interim solutions, etc	

### Reply

If you receive this form as a manager from someone in your department, you must decide how the risk is to be managed. Update the action plan and reply with a copy to others who need to know. If appropriate, you should note additions to the Directorate / Service Risk Register.

If you receive this as an adviser or other specialist, reply to the sender and investigate further as required.

Date of last review:

08/01/2019

Next review date:

As per QPulse record