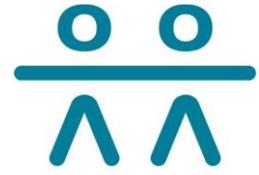




Calvary



Recovery Partners



**Calvary Riverina Hospital**  
Sterilisation Unit Transport Van  
Risk Assessment Report  
April 2021

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# Background

Jennifer Raxworthy contacted Recovery Partners to explore the development of a Work Health and Safety (WHS) Consultancy proposal in relation to Calvary's newly configured Centralised Surgical Sterilisation Department (CSSD) in the Riverina. Jennifer noted she was working alongside Calvary in the coordination of the CSSD project where surgical instruments from Calvary Riverina Hospital (Hub) and Riverina Surgicentre (Satellite) would be transported and sterilised within the newly formed CSSD. This project has led to the requirement of new processes, plant, resources, and equipment, and all needed to be reviewed with respect to an implementation into the wider Calvary WHS Management System (WHSMS).

Calvary is committed to a safe place of work. It is understood there is no set of safety documents in existence for the new CSSD processes and accordingly Recovery Partners were asked to complete the following services:

1. Risk-Assess the use of a newly acquired and purpose fitted sterilisation unit transport van. This is to include the end to end functions from pick up point to delivery point between the Hospital and the Day Surgery facility of cases containing sterilised equipment.
  - a. Consult with workers on site
  - b. Identify hazards and associated risks and propose risk reduction controls that are reasonably practicable
2. Prepare a report outlining the process and findings
3. Develop identified Safe Work Procedures being:
  - a. SWP – Operating Sterilisation Unit Transport Van
  - b. SWP – Movement of Cases to Van
  - c. SWP – Loading and Unloading Van

## METHODOLOGY

Recovery Partners Senior HSE Advisor Adam Poole attended site on 19-20 April 2021 to conduct these risk management activities. A comprehensive review of the recently procured Sterilisation Unit Transport Van [registration CT42BT] was undertaken INCLUDING:

- Consultation with 4 workers. Andrew Pert – Facilities Manager, Joan Wilczek – Sterilisation Unit Transport Van Project Manager, Stephanie Taggart – WHS Coordinator and Justin Heskith – Storeman
- Observation of storage areas, trolley movement routes, the van, the van lifting equipment, sterilisation cases and dollies
- Photos were taken of the end-to-end use process.

# Executive Summary

Recovery Partners Senior HSE Advisor Adam Poole attended site on 19-20 April 2021 to conduct a comprehensive review of the recently procured Sterilisation Unit Transport Van [registration CT42BT] and risks associated with the movement of transporting cases containing sterilised equipment from the Calvary hospital location to the calvary day surgery location and vice – versa.

12 main risk tasks were identified with multiple hazards contained within each task. Each item and hazards were risk assessed with control recommendations offered for all risks to eliminate risk if possible and reduce risk to a reasonably practicable level if elimination is not possible.

The highest risk without controls was found to be the cases being securely tied down in the back of the van using the ratchet straps provided. (If not done correctly) This was reduced to a minor risk with all controls introduced.

The most predominant risk was Musculoskeletal Disorders (manual handling strains), particularly in the movement of the dolly and cases from storage area to van.

During consultation with various workers the lift being replaced was raised. We elaborate further in this report but believe the slow movement of the lift and 'dead-man' style operation switch that ceases the lift operation if manually released make the risk very low of the dolly and cases falling off during a lifting or lowering movement. It is also our opinion the replacing of the current lift with another device would not reduce risk and introduce additional crush and pinch point hazards where a tailgate lifter meets the van rear deck. An alternative recommendation was given to strap the dolly and cases to the lift platform.

## CONCLUSION

The tasks associated with the use of the Sterilisation Unit Transport Van and movement of the equipment cases carries a level of risk that can be reduced and managed to a reasonably practicable level with the adoption of the recommendations within this report.

# Assessment and Findings

All risk assessment ratings are subjective and the opinion of the Recovery Partners consultant. The following risk matrix was used to determine the risk ratings shown on Appendix 1 – Risk Assessment.

			Risk Matrix				
			Consequences		Likelihood		
Level	People	Environment	A	B	C	D	E
			Almost Certain (Expected)	Likely (Will probably occur)	Moderate (Might occur – has happened)	Unlikely (Could occur – known to happen)	Rare (Practically impossible)
1	Report Only or First Aid Injury	Negligible Impact	Minor 5	Low 4	Low 3	Low 2	Low 1
2	Medical Treatment	Short term; 1 day to 6 months	Moderate 10	Minor 8	Minor 6	Low 4	Low 2
3	Restricted Work Case	Medium term; 6 to 12 months	High 15	Moderate 12	Minor 9	Minor 6	Low 3
4	Lost Time Injury – Non-Permanent	Long term; 12 months or longer	Extreme 20	High 16	Moderate 12	Minor 8	Low 4
5	Permanent Injury/Fatality	Permanent effects	Extreme 25	Extreme 20	High 15	Moderate 10	Minor 5

## Risk Assessment Summary.

Of the 12 tasks containing multiple hazards within - the following is summarised from Appendix A.

Risk Level	Number of risk levels with no controls	Number of risk levels with controls
High 16	1	-
Moderate 12	4	-
Moderate 10	-	1
Minor 9	2	1
Minor 8	2	-
Minor 6	2	4
Low 4	1	4
Low 3	-	1
Low 2	-	1
<b>Total</b>	<b>12</b>	<b>12</b>

Risk reduced by introduction of all controls



The highest risk (Item 9 on Appendix A) without controls was found (High 16) to be the cases being securely tied down in the back of the van using the ratchet straps provided. This was reduced to Minor 6 with all controls introduced.

The most predominant risk was Musculoskeletal Disorders (manual handling strains), particularly in the movement of the dolly and cases from storage area to van.

### Van Discussion

The new van has been fitted with a lifting platform to lift cases in and out of the van, reducing the requirement for Calvary workers to physically lift cases in and out of a vehicle. Concerns were raised about the risk of the dolly and cases falling off during a lifting or lowering movement. It is our opinion the likelihood of this happening is extremely low given the speed of the lift and locked two wheels. The operation mechanism is a 'dead-man' style switch that ceases the movement of the lift as soon as the switch is no longer manually held in place.

A suggested recommendation to further reduce risk is to install two eye-bolts (or similar) to the Auslift platform and ratchet strap the cases and dolly to the lift while being moved on the Auslift. This would need the manufacturer to investigate if possible.

The lift is essentially only big enough to lift the dolly with the cases on it and nothing else. The replacement of the lift altogether with a tailgate lifter is a business decision for management based on what other tasks and intended cargo the van may be used for in the future. It is our opinion the risks associated with both style of lifting mechanisms would be the same.

A lengthy discussion occurred regarding the sloped edges of the lifting platform and the ability to easily roll the dolly and cases up the slope and onto the platform. Given the cases are estimated to weigh 12kg each when loaded (relatively light), and it wasn't conclusive from workers that it was difficult the suggestion from the Recovery partners consultant was to trial it for 3 months and then verify if it was an actual hazard or simply a perceived one. In the event it is an actual issue (any rolling of equipment from ground level to a lifting platform will have a transitional bump or slope of some degree) the following recommendations are given:

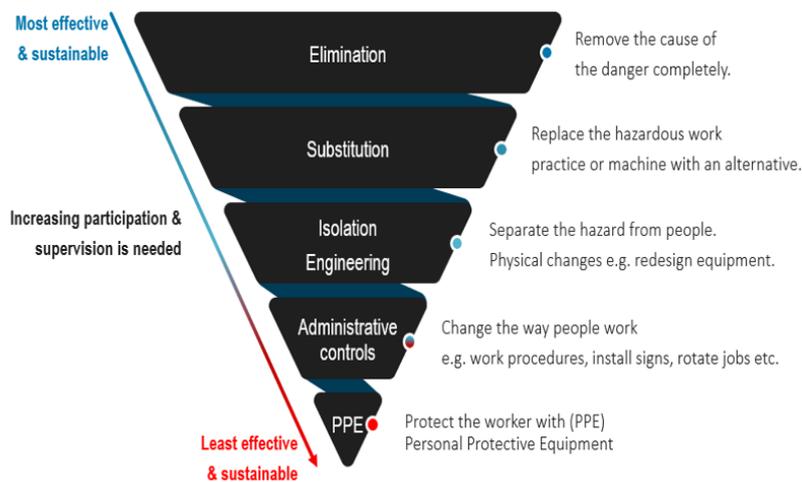
1. Investigate from the dolly supplier larger diameter wheels to reduce the slope effects
2. Investigate from the Auslift supplier if the edges of the lift platform can be 'feathered' and the slope reduced
3. Introduce a two-person 'movement of the dolly and cases from the ground onto the platform

		
<p>Lifter and van</p>	<p>Dolly and 2 x cases on lifter</p>	<p>Dolly, cases and lifter on van</p>

# Recommendations

Recommendations made on the Sterilisation Unit Transport Van during the risk assessment were made in line with the WHS Regulations Hierarchy of Control.

## Hierarchy of Control



When determining the most appropriate control options, considerations need to be given to what is *reasonably practical* in the circumstance.

### Elimination / Substitution controls

There were no opportunities for elimination or substitution controls.

### Engineering controls

1. Install grab handles to assist in entering and exiting the van – front and rear areas.
2. Smooth concrete to bitumen transitions out where intended van parking bay is at hospital.
3. See Findings and consider a way to ratchet strap the dolly and cases to the Auslift lifting platform while it is being operated.
4. Use the current lifter and determine if the 'perceived' issue with the lifter edges and it difficult to push the dolly and cases onto the platform is actual or isn't an issue. If it is an issue investigate larger diameter wheels.

### Administrative controls

1. Develop a Pre-operational vehicle checklist and implement. Should be observational and no longer than 1 page.
2. All drivers to attend annual fatigue management awareness training
3. Ensure parking bay for van at hospital is line marked on road and well signed.
4. Develop SWP for Operation of Van and train relevant people in it. Refresh annually.
  - a. Include in SWP that no-one may ever be in rear of van and van moved

- b. Plan route as best as possible to avoid known unlevel roads or areas of road works
  - c. Driver to quickly do a visual and ensure no cargo is near barn doors before exiting vehicle
5. Develop plant and vehicle register and create system for reminders of when registration and licences are due to expire
6. Develop SWP for Loading and Unloading Van and train all relevant people in it. Refresh annually.
  - a. Focus on Auslift lifter
  - b. Ensure area is clear of objects and people so they cannot be hit by moving lift
  - c. Include no-one can ride on lift
  - d. Include in SWP Loading and Unloading for tall people to be wary of roof height
  - e. Include in SWP to ensure cases on dolly are securely fastened
  - f. Include use of ratchet straps in SWP and how to minimize risk of hand injury
7. Determine if there are enough case dollies to prevent ever having to place cases on floor.
8. Develop SWP for Movement of Cases to Van and train relevant workers. Refresh annually.
  - a. Include in SWP to scan intended route to van for stones or litter and dispose of
  - b. Include in SWP to do a quick rotational test of dolly movement to check wheel function is not broken or faulty
  - c. No additional items of any sort to be placed on top of the two cases
9. Provide annual manual handling training to workers.
10. Include all SWP in inductions to relevant workers.

## **PPE**

1. All workers out of vehicles and involved in the loading dock area should wear high visibility PPE

## **CHOICE OF CONTROLS**

Calvary must consider what is available and what is suitable for the elimination or minimisation of risk.

The cost will not be the key factor in determining what should be done to eliminate or minimise a risk unless it can be shown to be grossly disproportionate to the risk. If the risk is particularly severe, Calvary will need to demonstrate that costly safety measures are not reasonably practicable due to their expense and that other less costly measures could effectively minimise the risk.

## Appendix List

*All submitted as separate documents.*

Appendix 1 – Risk Assessment:

Moving of sterilised equipment using the Sterilisation Unit Transport Van

Appendix 2 – Safe Work Procedure:

Operation of Sterilisation Unit Transport Van

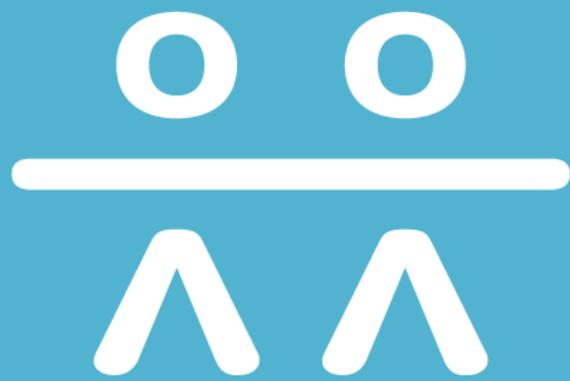
Appendix 3 – Safe Work Procedure:

Loading and Unloading SUT Van

Appendix 4: Safe Work Procedure:

Movement of Cases to Van

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