

July 2017

COSHH Policy

Live  Care

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|-----------------|--------------------|
| Date Written | 13.07.2017 |
| Author(s) | Registered manager |
| Version | 2.0 |
| Date Signed Off | 19/07/2017 |
| Reviewed by | |

Unit 1 Chandos House,
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Review Data

Initial Production

| Name | Role/Department | RACI | Date |
|--------------------|--------------------|------|------------|
| Registered manager | Registered Manager | RA | 13.07.2017 |
| Registered manager | Registered Manager | RA | 04/12/2017 |
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| | | | |

R = Responsible for document production; A = Accountable; C = Consulted; I = Informed

Change History

| Version | Date | Details of Change | Author |
|---------|------------|--|--------------------|
| 2.0 | 03.07.2017 | Re-write and re-structure of original policy in line with most recent legislative updates. | Registered manager |
| | | | |

Emergency Contact Details

| Name | Email | Mobile |
|--------------------|------------------|--------|
| Registered manager | fran@livein.care | |
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| | | |

| Regulation Number | Regulation Details |
|---------------------------------------|---|
| Regulation 15: Premises and equipment | Domestic, clinical and hazardous waste and materials must be managed in line with current legislation and guidance. |

Key Lines of Enquiry

| KLOE | How this applies to COSHH |
|------|--|
| Safe | This policy falls under the category of 'Safe' as it ensures that appropriate measures are taken to protect employees, Clients and other persons who may be exposed to substances hazardous to health. |

Related Documents

This policy should be read in conjunction with our:

- [Risk Assessment Policy](#)

Policy Aims

This policy is intended to set out the values, principles and policies underpinning this organisation's approach to COSHH. By implementing COSHH guidelines thoroughly and fully the organisation aims to protect staff who come into contact with hazardous substances as part of their work.

Such 'hazardous substances' include:

- Substances or mixtures of substances classified as dangerous to health under the current CLP Regulations.
- Any substance which has been assigned a maximum exposure limit or occupational exposure standard (as listed in the Health and Safety Executive's publication EH40—Occupational Exposure Limits)
- Substantial concentrations of airborne dust
- Harmful micro-organisms

Living Carers Ltd shall take appropriate measures to protect employees, Clients and other persons who may be exposed to substances hazardous to health, that are generated out of, or are used in connection with, any activity under the control of Living Carers Ltd.

Living Carers Ltd shall do all that is reasonably practicable to comply with the **Control of Substances Hazardous to Health (COSHH) Regulations 2002** (as amended) together with any other regulations referred to in the COSHH Regulations.

For the purpose of this policy, a substance hazardous to health refers to any substance (including preparations) as defined in the COSHH Regulations.

Categories

Hazard pictograms alert us to the presence of a hazardous chemical. The pictograms help us to know that the chemicals we are using might cause harm to people or the environment. The **CLP hazard pictograms** are very similar to those used in the old labelling system and appear in the shape of a diamond with a distinctive red border and white background. One or more pictograms might appear on the labelling of a single substance.



Explosive (Symbol: exploding bomb)



Flammable (Symbol: flame)



Oxidising (Symbol: flame over circle)



Corrosive (Symbol: Corrosion)



Acute toxicity (Symbol: Skull and crossbones)



Hazardous to the environment (Symbol: Dead tree and fish)



Health hazard/Hazardous to the ozone layer (Symbol: Exclamation mark)



Serious health hazard (Symbol: health hazard)



Gas under pressure (Symbol: Gas cylinder)

Responsibilities

Managers and Supervisors must:

- Identify all substances requiring a COSHH Assessment and will undertake such Assessments following suitable training.
- Decide what precautions are needed before starting work with hazardous substances.
- Ensure that all potentially affected employees are informed about relevant COSHH Assessments and that control measures are used and maintained properly and that safety procedures are followed.
- Ensure that any new substances are assessed if required and that all relevant employees are made aware of the Assessment.
- Ensure that Assessments are reviewed as required.
- Ensure that appropriate measures for dealing with spills are drafted and made available to all concerned.

- Ensure any spills are recorded in the accident/incident book
- Dispose of clinical waste in an appropriate manner- in line with our Clinical Waste policy.

Key Question: What Control Provisions need to be considered when dealing with hazardous substances?

- Elimination
- Substitution
- Controlled exposure by mechanical/engineering means
- The use of Personal Protective Equipment (PPE)
- The use of Personal Protection Equipment (PPE) is always the last resort and must be suitable and sufficient for the task.

Key Points to Take Away

- Living Carers Ltd shall take appropriate measures to protect employees, Clients and other persons who may be exposed to substances hazardous to health, that are generated out of, or are used in connection with, any activity under the control of Living Carers Ltd.
- Hazard pictograms alert us to the presence of a hazardous chemical. The pictograms help us to know that the chemicals we are using might cause harm to people or the environment.
- Managers and Supervisors must decide which substances require a COSHH assessment and what precautions need to be taken.

Policy Review

This policy will be reviewed by the Registered Manager at least annually to make any updates and amendments necessary to ensure the policy conforms to current legislation, reflects current practice and expectations.

Authorisation and Signature

This Policy is the official and authorised version agreed by the Directors of Living Carers Ltd. All employees are expected to work in accordance with this policy and failure to comply with this policy could result in disciplinary action.

Registered Manager

04.12.2017

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