

Risk Assessment Form HS9 (1)

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Location/Activity: Advanced Preparation of Insulin within 24 hours

Assessment date: _____

Assessor: _____ **Signature:** _____ **Review date:** _____

Ref	Hazards	Risks	People at risk	Current Control Measures	L x C = R			Is further action required (Y/N)
1.	Re-sheathing needle	Needle stick injury	Community Nursing Staff Patients	1.1 Consider possible alteration in regime to avoid the need for advanced preparation in consultation with diabetic specialist and authorised prescriber. 1.2 Staff to take care when re-sheathing insulin syringe e.g. place needle sheath on clean solid surface, ensuring the needle sheath is not held in the hand and gently introduce needle into the sheath 1.3 Preparation of insulin no more than 24 hours in advance				
2.	Assess patient's capacity to self administer at Level Three	Medication error	Patients	2.1 Document outcome of assessment and only proceed if patient assessed to be at level 3 – refer to standard operating procedure for advance preparation of insulin for patients to administer at home				
3.	Absent or inappropriate labelling of syringes	Medication error	Patients	3.1 Pre drawn up syringes need to be clearly labelled – refer to standard operating procedure for advance preparation of insulin for patients to administer at home				
4.	Needle stick injury	Needle stick injury	Patients and staff	4.1 Ensure sharps disposal bin is available for patients/carers to dispose of needle and syringe safely following injection				
5.	Some insulin e.g. Insulin Glargine (Lantus) cannot be pre drawn	Deterioration of insulin	Patients	5.1 If unsure of suitability of product contact Medicines Management Team – Out of Hours contact either local community pharmacist or the “on call” pharmacist at Wirral University Teaching Hospital. Document advice given for audit purposes in the care plan				
6.	Storing the pre drawn syringe horizontal during storage of pre drawn insulin	Needle blockage by suspended insulin	Patients	6.1 Prepared insulin always to be stored upwards – refer to standard operating procedure for advance preparation of insulin for patients to administer at home				
7.	Complex clinical situation – which may include any of the above	As above	Patient/staff safety at risk	7.1 Contact Professional Development Team for clinical advice if required 7.2 If patients or staff at risk, complete incident form and consult with line manager				

Community Nursing April 2008

ADVANCED PREPARATION OF INSULIN WITHIN 24 HOURS

Patient's Full Name:	Date of birth:	NHS N°
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Risk Assessment Action Plan HS 9 (2)

Location/Activity: _____ Assessment date: _____

Assessor: _____ **Signature:** _____ **Review date:** _____

Ref	Further Action Implemented			Responsible Person	Revised Risk rating			Are further assessments required if so list.
	Short Term	Medium Term	Long Term		L	x	C = R	
1	Review risk Assessment on a three monthly basis – or earlier if patients needs change			Caseload manager				

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Patient's Full Name:	Date of birth:	NHS N°
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