



1.0 Introduction

1.1 The London Ambulance Service NHS Trust (LAS) acknowledges that no workplace substance can be considered completely safe. For this reason the LAS will take all reasonable steps to ensure that following an assessment of risk, all exposure to substances hazardous to health will either be prevented, or at least controlled to within statutory limits.

2.0 Objectives

- Enable the LAS to identify, via risk assessment, the most practicable means to safeguard the health, safety and welfare of staff, patients, visitors, contractors etc, who may come into contact with known substances hazardous to health.
- Where reasonably practicable, to prevent or adequately control exposure to hazardous substances, by measures other than the provision of personal protective equipment.
- To ensure as far as is reasonably practicable that adequate measures are taken to prevent exposure to carcinogens and biological agents.

3.0 Definitions

3.1 **“Substance”** means any natural or artificial substance whether in solid or liquid form, or in the form of gas, dust or vapor including micro-organisms.

3.2 **“Substances hazardous to health”** are defined as:

- A substance classified as “very toxic, toxic, harmful, corrosive or irritant”.
- A substance with workplace exposure limits, or for which the Health and Safety Executive has approved an Occupational Exposure Limit.
- A biological agent.
- Dust of any kind when present at a substantial concentration in air.

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3.3 **“Biological Agent”** means any micro-organism, cell culture or human endoparasite, including any which have been genetically modified which may cause infection, allergy toxicity, or otherwise create a hazard to human health.

3.4 **“Carcinogen”** means any substance, or preparation, which is classified as being carcinogenic.

4.0 Procedure

4.1 This Procedure applies to all employees including temporary employees of the Trust as individuals, or when acting jointly.

4.2 The Procedure applies to all substances purchased, used or generated by the Trust its employees and any persons under its control.

5.0 Risk Assessment

5.1 Risk assessments will be carried out on a generic basis by identified assessors suitably trained or experienced to carry out such tasks, and where necessary, with additional specialist advice. The Safety & Risk Advisers will assist as necessary in these assessments, and will also be responsible for monitoring the collating of such assessments and their outcomes.

5.2 Risk Assessments should establish, and control measures must ensure that:

- Any control measures, personal protective equipment or other method of facility are used properly.
- Control measures provided, are maintained in an efficient state, in an effective working order, and in good repair.
- The health of staff is monitored where circumstances dictate, and that where appropriate for the protection of health of employees who are, or are liable to be, exposed to substances hazardous to health, that such employees are placed under health surveillance.
- Information, Instruction, and Training are provided to all that may be exposed to substances hazardous to health.

6.0 Prevention, Control, Monitoring and Health Surveillance

6.1 Where substances are to be purchased, a request should be made for a copy of the hazard data sheet from the LAS Purchasing Department or the supplier. The substance should not be used until it has been assessed.

6.2 Where a risk assessment reveals possible hazards to the health of employees, action should be taken to prevent or control those hazards. This should generally

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be a written instruction or by signs indicating the hazards and the risks involved, and the precautions to be taken.

- 6.3 Where it becomes known that employees have been exposed to substances that indicate a possible health risk, arrangements should be made for them to be seen at the earliest opportunity by the Occupational Health Department.
- 6.4 Where personal protective equipment is to be used to protect employees, an adequate assessment of the equipment should be undertaken, prior to its purchase.

7.0 Information, Instruction and Training

- 7.1 The LAS will provide those employees whose work may expose them to hazardous substances, with the necessary information, instruction, training and supervision to ensure staff are aware of the risks, and of the precautions that should be taken.

8.0 Responsibilities

- 8.1 The Organisation Development has delegated responsibility for the procedure.
- 8.2 The Safety and Risk Advisers have the responsibility for periodically reviewing, and updating this procedure. They also have the responsibility for monitoring the collation of Risk Assessments, and providing assistance as necessary for implementing this procedure.

Reference: Control of Substances Hazardous to Health Regulations (as amended 2005)

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