



*Caring is our passion... Compassion is our belief...*

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## **Lone Working.**

Policy Number 33

### Introduction

*Some NOA Healthcare assignments may place Members in isolated or single working situations.*

### Policy

*NOA Healthcare Members have responsibilities under the Health and Safety at Work Act to work without compromising their own or colleagues' safety.*

*Risks may arise from the environment itself, isolation, clinical contact, verbal or physical abuse/violence and danger of infection. Examples given are not exhaustive.*

*Members' should enquire if a risk assessment and plan has been undertaken for the situation. If completed the risk plan should be applied. If there is no risk assessment, Members' should attempt to gain information to make an assessment.*

*Members must ensure colleagues know where to start looking if contact is lost.*

*Agree a reporting-in procedure if there is no telephone. Be aware of any alarm system in place to inform managers or colleagues if safety is compromised.*

*All lone workers should be aware and mindful of cultural issues before entering a lone working situation and can manage the challenges they are likely to meet.*

### Policy Origin

*In House Policy.*

### References

*In house Health & Safety at work policy*

*"Working Alone" Health & Safety Executive May 2013*

### Date Policy Active.

*To be determined once verified by the management group.*

### Review Date.

*12 months after verification.*

Quality Assurance Reference *POL/ 33/16*