



# Risk Assessment Form

Social outings to a family home or family gathering are allowed with the completion and approval of a Risk Assessment form.

**All outings:**

- Must be in accordance with current government advice and recommendations and can be cancelled at short notice.
- Outings should be planned to take place outdoors as much as possible and avoid public/crowded areas such as shopping centers, cafes etc.
- Residents will need to wear face masks when physical distancing cannot be maintained.
- **Risk assessment forms can be collected from Admin and will need to be completed and returned 24 hours prior to your outing date. For outings occurring over weekends, forms must be submitted by 9 am Friday morning,**
- Forms will be subject to approval by management and Admin staff will contact you to confirm approval decision.

Risk Description:	Gate pass for small family gathering/ home visit
Name of Resident Attending	
Date of outing	
Assessment Completed by & date	

Visit Address		
Time/ Duration of Visit		
Names, Contact Number and address of each person attending gathering (Max no. of people based on NSW Jurisdictional Guidelines)		
COVID-19 vaccination status of family members.		
Family Members present screened:	<input type="checkbox"/> No symptoms of COVID 19 including fever, cough, shortness of breath, diarrhoea, sore throat, headache, malaise, changed smell or taste  <input type="checkbox"/> No contact with anyone in home isolation for suspected/ confirmed COVID in the last 14 days. <b>Persons present should not reside at, travelled to/ from, or been in contact with persons from ANY hotspot or cluster locations or areas with a current stay at home orders.</b>	

**Visit Approved by Management**

Sign & Date \_\_\_\_\_

YES
NO

**Please ensure each person maintains adequate social distancing and hand hygiene practices at all times for the duration of outing.**

	Risk Mitigation Strategies	Met	Not Met
1			
2			
3			

**Resident to be screened and temperature checked on return.**

**By who:** \_\_\_\_\_ **Temperature recorded:** \_\_\_\_\_

**Requires isolation on return: Yes / No**

**Additional Comments:**

*Office Use only:*

- Lee Care Message sent to advise outing
- Risk assessment form attached to Lee Care Message
- Form filed in folder at Admin