



## STRADBROKE HEALTH CENTRE, WILBY ROAD, STRADBROKE

### Schedule of Assessments required:

1. Fire Risk Assessment
2. Security & Fire Alarm service
3. Air Conditioning service
4. Asbestos Assessment
5. Hardwiring and fixed installation check
6. Fire equipment checks
7. Legionella Assessment – Annual check **next assessment due May 2021**  
Monthly internal checks

### Outcomes of assessments and actions required

As at: 31<sup>st</sup> August 2020

Date	Assessment	Actions required
tba	Air Conditioning service Alarm servicing Fire equipment checks	All being arranged by Practice Manager
13/08/2020	Fire Risk Assessment	<b>Suggest</b> that a basic fire plan is raised and placed which includes detail and location of: - <ul style="list-style-type: none"><li>• Extinguishers.</li><li>• Emergency Lighting.</li><li>• Signs.</li><li>• Alarm Panel.</li><li>• Detection.</li><li>• Assembly Point.</li><li>• Smoke Detectors.</li></ul>

		<ul style="list-style-type: none"> <li>• Break Glass Call Points.</li> </ul> <p>Review Fire Training for staff. Place zone plan next to fire alarm control panel.</p>
01/07/2020	Asbestos assessment	<p>Cracks have not worsened.</p> <p>Advice received that encapsulation can be done in the spring with no danger to the public at the present time.</p>
08/05/2020	5 year hard wiring assessment	<p>The electrical sockets within the building do not have rcd protection.</p> <p>1 x twin and 2 x single sockets replaced in waiting area. <b>Electrician informed, work due to take place September 2020.</b></p> <p>Risk Assessment undertaken by Practice Manager identified the risk of nuisance tripping to the fridges in other areas was unacceptable, sockets not replaced.</p>
20/05/2019	Water Supply check	Water supply complies with regulations – no action required.
26/04/2019	Fire Risk Assessment	<p>Clerk spoke with assessor and Waveney Security. Agreement reached that floor plan not necessary as upstairs not used, Waveney Sec. engineer confirms that sensors cannot be moved as they would be too close to AirCon.</p> <p>A secure area for the bins should be investigated.</p> <p>Emergency light and exit sign required at main entrance.</p> <p>Practice Manager has received copy and is implementing other recommendations.</p>
22/05/2019	Legionella Assessment (external assessor)	<p>The report highlights areas that require immediate attention:</p> <ol style="list-style-type: none"> <li>1. Implementation of a control scheme.</li> <li>2. Increase of hot water temperatures – <b>Action: Contractor appointed. Date for work to be agreed between contractor and medical practice</b></li> <li>3. Awareness training for personnel involved in monitoring</li> <li>4. Descale all scaled outlets</li> </ol> <p>Assessor also recommends possible replacement of over sink heaters in 2 x WCs as they are known to not meet the temperature requirements.</p>
01/03/2019	Legionella Assessment (carried out by Trust)	<p>31/3/19 – report with no actions required.</p> <p>External assessors report recommends:</p> <p>A schedule needs to be established for this to be undertaken on a regular basis (monthly as a minimum).</p> <p>Training is recommended for the person undertaking the internal assessments and a</p>

		digital thermometer will be needed for this.
01/03/2019	Asbestos Survey (carried out by Trust)	Nothing noted.
13/01/2010	Type II Asbestos Survey	2019: Asbestos register for building prepared and left on site for all contractors to refer to.