UNIVERSITY OF SUSSEX

School of Life Science
Risk Assessment – HTA
Incorrect Procurement of Human Tissue

RA Reference:	**RA/HTA/003**
Version Number	**1.0**
Date:	**24/05/2018**
Review by:	**30/05/2020**

	Signature	Date
Author: Dr Robert Fowler **Designation:** Persons Designate – School of Life Sciences		24/05/2018
Authorised By: Dr Georgios Giamas **Designation:** Designated Individual School of Life Sciences HTA Research Licence		24/05/2018
Expert Authorisation **Designation:** **Contact Details**		

Version	Date	Reason for Change

Risks should be evaluated using the following system, assessing the Likelihood (L) of the risk and the Severity (S) of the risk if it was to occur:

Likelihood of risk							
5	Almost Certain	5	10	15	20	25	
4	Very Likely	4	8	12	16	20	
3	Likely	3	6	9	12	15	
2	Unlikely	2	4	6	8	10	
1	Very Unlikely	1	2	3	4	5	
		No tissue damage/loss	Minor tissue damage/loss	Significant tissue damage/loss	Tissue destroyed but replaceable	Tissue destroyed and irreplaceable	
		No risk to personnel	Minor risk to personnel	Medium risk to personnel	Significant risk to personnel	Major risk to personnel	
		1	2	3	4	5	
		Severity of risk					

Score Action to be taken:

0-5 No further action needed.

6-9 Appropriate additional control measures should be implemented

10-25 Work should not be started or should cease until appropriate, additional, control measures are implemented.

Reducing risk: procedural planning, contingency planning, personnel training and re-evaluation of procedures can be considered to reduce risk.

Section 1 – Storage

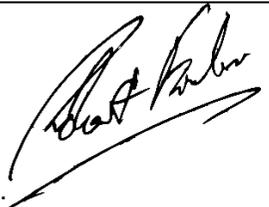| SCHOOL : LIFE SCIENCES	GROUP : HTA	TASK / ACTIVITY: Procurement of Human tissue

Section 2 - Identifying Hazards		Section 3 - Existing Control Measures	Section 4 – Evaluating Risk	Section 5 – Action Plan				
Hazard	Persons/material at risk and how affected	Existing Control Measures	Risk Rating (LxS=R)	Action required to control risk	Risk Rating (LxS=R)	Action by Whom	Deadline for action	Date completed
Example	*Type the text in here to describe the hazard*	*Describe any existing control measures*	*4 x 5 = 20*	*Type the text in here to describe the action required to reduce the risk to an acceptable level*	*4 x 1 = 4*	*The name of the person given the action – they must agree to it!*	*The date by which the action is to be completed*	*Date actually completed*
No evidence of consent	- Donor may have given sample without proper consent being given.	- Consent training required by all who take consent - Agreement with institutions that give or sell us material that consent has been obtained following the HTA codes and standards	1 x 4 = 4	.				
Insufficient ethical approval	- Out of date or insufficient ethical approval	- Requirement to consult with DI prior to commencing any human tissue-related activity - Completion of Project Assessment Form by PI/PD/DI to ensure all appropriate documentation is in place - An internal audit schedule which checks	2 x 1 = 2					

		documentation of projects						
Documents expire	- Project runs beyond ethical approval or is risk assessment is out of date - Risks not adequately controlled	- An internal audit schedule which checks documentation of projects	2 x 2 = 4					

lth monitoring required?	Yes
Is a more detailed assessment (e.g. Clinical Risk, COSHH, Manual Handling, Display Screen Assessment) required? Please state which one:	No, unless the samples are suspended in something which could be considered a hazardous chemical, then COSHH should be completed.
Is further information or investigation required to complete risk assessment?	No

Section 7 - Assessment Sign Off

ASSESSOR'S NAME : ROBERT FOWLER	JOB TITLE : TECHNICAL COORDINATOR
DATE OF ASSESSMENT : 24/05/2018	REASSESSMENT DATE : 30/05/2020
	A
	B
	C
	D

	E
ASSESSOR'S SIGNATURE :	SAFETY OFFICER'S SIGNATURE :

PERSON INVOLVED NAME	SIGNATURE	DATE
Dr Georgios Giamas		