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## INTRODUCTION

<b>Order of St John Care Trust Head Office:</b>	<b>Wellingore Hall Wellingore Lincoln LN5 0HU</b>
<b>Name of Care Home:</b>	<b>Hartsholme House</b>
<b>Address of Care Home:</b>	<b>Ashby Avenue Lincoln Lincolnshire LN6 0ED</b>
<b>Site contact:</b>	<b>Cheryl Gilverdale (Manager)</b>
<b>Site telephone number:</b>	<b>01522 683583</b>
<b>Last Risk Assessment carried out by:</b>	<b>Freeston Water Treatment Ltd Karl Gailer</b>
<b>Date of Risk Assessment:</b>	<b>20<sup>th</sup> January 2011</b>
<b>Date of previous Review:</b>	<b>N/A</b>
<b>Date of new Review:</b>	<b>17<sup>th</sup> May 2013</b>
<b>Review carried out by:</b>	<b>Freeston Water Treatment Ltd Chris Wilson MWM Society</b>

This Review has been carried out in accordance with ACoP L8 'The control of legionella bacteria in water systems' (Approved Code of Practice and Guidance) and BS 8580 (Water quality – Risk assessments for Legionella Control – Code of Practice).

**AGREED POLICES WITH OSJCT**

Task	Carried out in Agreement with OSJCT
<p>Showerhead cleaning and descaling (large homes with ensuite rooms and served via a water softener)</p>	<p>En-suite homes six monthly visual inspection of all showerheads (any scaled showerheads are cleaned and descaled).</p> <p>Annually every showerhead is cleaned and descaled.</p> <p>This routine is carried out as showers are supplied by water softeners in larger homes.</p>
<p>Cold water storage tank cleaning &amp; disinfection</p>	<p>Freeston Water Treatment will clean and disinfect all tanks on an annual basis.</p>
<p>Six monthly storage tank inspections</p>	<p>This is carried out only if access is safe to the storage tank without the possible cause of external contamination being created.</p> <p>Nearest cold water down services is taken to determine tank temperature and nearest mains outlet.</p>
<p>Legionella water sampling</p>	<p>Carried out if two consecutive months of low hot or high cold water temperatures are recorded.</p>
<p>Remedial works recommended in risk assessments.</p>	<p>Recommended remedial work has been identified and a programme of work has been scheduled to be carried out by the mechanical engineering contractors.</p>

Task	Carried out in Agreement with OSJCT
Certification i.e. Cold water storage cleaning Sampling certificates Temperature records	Refer to online OSJCT client area on Freeston website.  Each county has a unique login and password.
Non Conformance Records	A copy of non-conformities is sent to the Freeston Water Treatment Ltd Southampton office for processing. They are then forwarded to Graham Hipwell, the respective county surveyor and the Freeston Water Treatment technician that undertakes the routine Legionella control visits.

## REVIEW COMPLIANCE

The Review was commissioned in order to establish whether the Legionella Risk Assessment previously completed for the Site is still current. Previous recommendations for remedial works are reviewed and the Legionella Management System Records checked for ACoP L8 compliance. General and specific observations on the systems made during the course of the Survey are also recorded and the more general requirements of L8 are also commented on where applicable.

The specific observations made in this Review, together with the most recent Risk Assessment should be read in conjunction with the practices and procedures detailed in the recommendations section and also with ACoP L8.

The Assessment should be reviewed regularly (at least every two years) and whenever there is reason to suspect it is no longer valid. An indication of when to review the Assessment and what needs to be reviewed should be recorded.

This may result from, for example:

Changes to the water system or its use

Changes to the use of the building in which the water system is installed

The availability of new information about risks or control measures

The results of checks indicating that control measures are no longer effective

A case of Legionnaires' disease/Legionellosis is associated with the system

## SITE REVIEW

**This Review relates to observations made and information supplied from the existing Risk Assessment together with information supplied by others.**

### LEGIONELLA MANAGEMENT RECORDS

Is there a copy available of the last Risk Assessment carried out on the domestic water systems?	Yes	The original risk assessment was seen at the time of this review filed in the care office.
Is there a domestic water systems logbook in place?	Yes	A water systems log book was seen to be in use at the time of this review; this was also filed within the care office.
Is the Management Structure, including Duty Holder, Responsible Person and deputies properly recorded?	Yes	The Duty Holder, Responsible person and Deputies have been nominated in writing within the logbook documentation.
Are contact details recorded within the logbook documentation?	Yes	The contact details for the Duty Holder, Responsible person and Deputies were seen written within the logbook documentation.

## TRAINING AND COMPETENCE

Are there any records of appropriate Legionella Management Training for Staff?	No	OSJCT propose to undertake suitable training during the current year of the contract (year 3).
Are any staff which carry out Legionella Management related duties considered to be fully competent for the tasks they undertake?	Not Known	Ensure documentary evidence can be produced and verified to show relevant experience.
Are any contractors and their staff which carry out Legionella Management related duties considered to be fully competent for the tasks they carry out?	Yes	Contractors Freeston Water Treatment must make available details of the training and competence of their staff.

**MONITORING**

Is hot water temperature monitoring being carried out on a monthly basis and results recorded within the logbook documentation?	Yes	Monthly temperature monitoring of the domestic hot water system is being carried out and recorded in the relevant section of the logbook.
Is cold water temperature monitoring being carried out on a monthly basis and results recorded within the logbook documentation?	Yes	Monthly temperature monitoring of the domestic cold water system is being carried out and recorded in the relevant section of the logbook.
Are hot water calorifier flow temperatures being taken and results recorded within the logbook documentation?	Yes	Monthly temperature monitoring of the calorifier flow temperatures is being carried out and recorded in the relevant section of the logbook.
Are hot water calorifier return temperatures being taken and results recorded within the logbook documentation?	Yes	Monthly temperature monitoring of the calorifier return temperatures is being carried out and recorded in the relevant section of the logbook.
Have any non-conforming/out of tolerance results been recorded?	Yes	Continue to monitor and take appropriate corrective actions.
Has action been taken to take corrective action for out of tolerance results?	Yes	Continue to monitor and take appropriate corrective actions.
Are monitoring records recorded within the logbook documentation up to date?	Yes	Monitoring was seen to be up to date as of March 2013 at the time of this review.
Is weekly flushing of infrequently used outlets being carried out and recorded within the logbook documentation?	Yes	Weekly flushing is carried out and recorded within the logbook; this was up to date as of April 2013.

### COLD WATER STORAGE

Have cold water storage tanks, where fitted, been inspected, cleaned and disinfected annually?	Yes	Storage tanks are being cleaned and disinfected annually.
Has storage tank cleaning and disinfection certification been filed within the logbook documentation?	No	Cleaning and disinfection certificates were not seen filed within the logbook but should be available to view on the client web site. Work orders were seen within the logbook.
Storage tank cleaning and disinfection was last carried out on?		Storage tanks were last cleaned and disinfected in January 2013.
Are tank water temperatures being recorded on a six-monthly basis?	Yes	Records were seen within the logbook documentation for six monthly tank inspections being carried out.

## SHOWERS

Are showerheads being cleaned and descaled on a quarterly basis or as required?	Yes	There is an agreed policy between OSJCT and Freeston Water Treatment for undertaking shower cleaning; please refer to page 3.
Is showerhead cleaning and descaling records up to date?	Yes	There is an agreed policy between OSJCT and Freeston Water Treatment for undertaking shower cleaning. Records can be located within the logbook and/or on the OSJCT client area on the Freeston website; please refer to page 3. <u>Showers within this home are cleaned quarterly this was last carried out in April 2013.</u>

## DRAWINGS

Are schematic drawings up to date with any changes made to the domestic water systems?	Yes	Schematic diagrams of the domestic water systems were seen filed within the original risk assessment report at the time of this review.
Are schematic drawings suitable and show all relevant storage and system details?	Yes	Schematic diagrams within the risk assessment show all relevant areas. No changes have been made within the home.

## THERMOSTATIC MIXING VALVES

Are TMV's, where fitted, being serviced and maintained?	Yes	<p>There is an agreement between OSJCT and contractors Century Plumbing to service TMV's as per manufacturer's recommendations.</p> <p><u>I was informed contractors Century Plumbing carry out repairs or replace as and when required.</u></p>
Is documentation available to indicate when TMV's were last serviced / maintained?	No	No TMV servicing records were seen at the time of this review.

**SAMPLING**

<p>Has any Legionella or Bacteriological water sampling been carried out on the domestic water systems?</p>	<p>Yes</p>	<p>There is an agreed policy between OSJCT and Freeston Water Treatment for collecting water samples; please refer to page 3. No records were seen for any water sampling being carried out in the logbook documentation but can be viewed on the client web site.</p>
<p>Have Legionella or Bacteriological water sampling test results if taken been filed within the logbook documentation?</p>	<p>No</p>	<p>Water sampling test results will be filed on the OSJCT client area on the Freeston Water Treatment website. The logbook had no water sampling test results filed within the relevant section.</p>

**REMEDIAL WORKS**

<p>Has any remedial works identified within previous risk assessments / reviews been carried out?</p>	<p>Yes</p>	<p>Some remedial works highlighted within previous risk assessment and reviews has been carried out or is an ongoing programme; see page 3.</p>
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**ANCILLARY EQUIPMENT**

Is there any ancillary equipment on site?	Yes	Kitchen – Inline scale reducer.  Kitchen – Two water softeners.
Is ancillary equipment being serviced and maintained to the manufacturer's recommendations?	Partially	No servicing/maintenance is being carried out on this unit.  Kitchen water softeners are to be serviced during the current contract year (year 3).

## HOT WATER STORAGE

Domestic hot water within Hartsholme House distributes from one horizontal calorifier located within the boiler room. The calorifier is supplied by the one cold water storage tank and is indirectly heated by the heating boilers. The calorifier supplies all the hot water on site.

This calorifier is fitted with two circulating return pumps. The left side pump has not been on for many months. The pipework on the left pump should be drained (without creating an aerosol and by a Legionella competent operative with the correct PPE). The left pump and pipework should be disinfected, the valve should be open and the switch for this pump turned on, ensuring that the pump works correctly. The pumps can then be switched over each week correctly. The right side pump appeared to be operating correctly at the time of the survey.

The calorifier is being flushed annually and recorded when carried out; this was last carried out in March 2013.

**At the time of the survey the following temperatures were recorded:**

<b>Calorifier</b>	<b>Flow</b>	<b>63.0</b>	<b>Satisfactory</b>
	<b>Return</b>	<b>56.0</b>	<b>Satisfactory</b>

## **COLD WATER STORAGE**

Domestic cold water storage within Hartsholme House is by one cold storage tank located above the 1<sup>st</sup> floor roof space. The tank is supplied by mains cold water and appears to supply all cold water down services save the basins within the resident's rooms, kitchen and kitchen area.

The vessel has been cleaned and disinfected within the last six months (January 2013) and were therefore not inspected at the time of this Review survey as agreed with The Orders Of St John's Care Trust.

No certification was seen within the logbook documentation but the work reports were seen filed.

There were records seen within the logbook documentation for six monthly water storage tank inspections being carried out; I would recommend this be continued.

**SELECTED HOT & COLD WATER TEMPERATURES TAKEN AT REVIEW**

Domestic water services should operate at temperatures that prevent the proliferation of Legionella. L8 specifies that hot water should be stored at no less than 60°C and distributed at no less than 50°C, obtainable at user outlets within one minute of opening. Cold water should be stored and distributed at no more than 20°C.

**The following hot and cold water temperatures were taken at selected outlets as follows:-**

<b>Location</b>	<b>Hot °C</b>	<b>Cold °C</b>	<b>Mixed °C</b>	<b>Comments</b>
Pink Corridor Sluice Room	53.6	12.5		Satisfactory
Green Corridor Sluice Room	56.9	12.0		Satisfactory
Room 39	54.3	11.2	40.6	Satisfactory
Bluebell Wing Kitchenette	53.5	12.4	40.6	Satisfactory
Kitchen Staff Toilet	62.6	12.2		Satisfactory
Laundry	56.6	12.4		Satisfactory

## RECOMMENDATIONS

Continue monthly temperature monitoring of all domestic sentinel hot and cold water and additional outlets and continue to record in water systems logbook.

Continue weekly flushing of all infrequently used outlets and record in water systems logbook when carried out.

Continue to monitor hot water calorifier flow and return temperatures monthly and record.

Continue to ensure that all showerheads and hoses are cleaned inspected at least on a quarterly basis or as OSJCT agreed polices on page 3 record when carried out.

Ensure all TMV's are serviced and maintained as recommended by the manufacturers.

Continue to service and maintain all water softeners.

Continue six monthly water storage tank inspections and record water temperatures.

Training in Legionella Awareness and Responsibilities should be arranged for appropriate staff.

Service/maintain the inline scale reducing unit in line with the manufacturers recommendations.

The calorifier is fitted with two circulating return pumps. The left side pump has not been on for many months. The pipework on the left pump should be drained (without creating an aerosol and by a Legionella competent operative with the correct PPE). The left pump and pipework should be disinfected, the valve should be open and the switch for this pump turned on, ensuring that the pump works correctly. The pumps can then be switched over each week correctly. The right side pump appeared to be operating correctly at the time of the survey.

## SUMMARY

The home manager was unavailable at the time of the survey.

I would recommend that the current Legionella control regimes for this home continue. The risk assessment and water systems logbook were found to be filed in the reception office; the current logbook was seen to be in a good order and was seen to be up to date as of March 2013. April's site visit has been carried out and the monitoring records for April will be inserted into the logbook at the next site visit.