

# Appendix 1 - Exposure to Sensitive Content Risk Assessment Template

Note - The hazards and risks listed above are not all encompassing and are provided as an example only. If the risk is rated as "high" additional controls will be required, please see table below:

Hazard	Is the hazard present? Y/N	What is the risk?	Risk rating H = High M = Medium L = Low	Control measures (When all controls are in place risk will be reduced)	Is the control in place? Y/N	Action/ to do list/ outstanding controls	Person responsible	Date action completed
Exposure to graphic/sensitive content	Y	Emotional distress from viewing content	H	Engineering controls - use of grey scaling, blurred imaging, screen time out, forewarning system to grade content. Weekly supervision sessions			HR Manager/ IT Manager/ Direct Line Manager	
Unexpected exposure to sensitive material/content		Increased anger/emotional upset for those effected	H	Appropriate recruitment process that considers age, previous experience, prior exposures, mental health screening. Employee induction outlining the role, responsibilities, available supports and mental resilience requirements of role				
		Fatigue	H	Supports are available to staff who indicate bona fide issues with stressors from the work environment which cannot be altered or reduced at source				
		Effects on mental health, (e.g. anxiety, depression, insomnia)	M	Ensure break times are adhered to. Screen breaks are taken regularly throughout the shift. Staff rotation, Regular check-in with employee - Weekly supervision				
			L	Adequate training and ongoing CPD in resilience building and regular reviews				
			M	If necessary, staff are given training to support any changes in their jobs				
			L	The company monitors employee sickness absence and identifies reasons for absence				
			L	Staff can/should be able to approach their manager or HR to access appropriate support, e.g. Employee Assistance or other occupational health service, post incident support that is specific to their role				