

Covid-19 risk assessment

Covid-19 is a new illness that can affect your lungs and airways. It is caused by a virus called coronavirus. Remember that symptoms can be mild, moderate, severe or fatal. You must carry out a Covid-19 secure risk assessment and retain a record of your actions.

This form can be used to make a record for your clinic during the current Covid-19 situation. This checklist is intended as a prompt for use alongside Covid-19 secure Guidelines and reflects the level of detail recommended: it may not cover every situation and you should also include anything unique to the set-up in your clinic. 15/7/2020

Requirements for your Covid-19 secure risk assessment	Notes- Centre actions
Legionella test where water/washing facilities have not been used for weeks/months: you may need to ask for advice from your local health authority	n/a

Contact/assess patient before agreeing to treat:

- suitability for treatment
- treatment criteria: urgent care, high need, etc
- consider taking an initial case history by phone or video link to decide on face-to-face or telemedicine consultation

Screen patient before clinic visit:

- any symptoms of Covid-19: high temperature, new persistent cough in the last seven days, etc
- extremely clinically vulnerable patients
- additional respiratory symptoms or conditions: hay fever, asthma, etc
- other member of household with symptoms of Covid-19 or in a high-risk category: shielded, extremely clinically vulnerable, etc
- any contact in last 14 days with anyone with suspected/confirmed Covid-19

Consider and/or explain to patient:

- options for telemedicine
- risk of face-to-face consultation: obtain signed Covid-19 consent form – can be verbal consent over the phone and signed at first appointment
- any instructions and/or procedures for visiting the clinic
- any changes to your practice
- travel to clinic and risk for vulnerable patient v requirement for treatment
- need for chaperone and social distancing in your clinic room
- timing to allow for cleaning between patients and to avoid any overlap
- contactless payment wherever possible
- let you know immediately of any change between appointments

Record all pre-screening information in each patient's notes

Consider members of staff:

- high-risk category: shielded, extremely clinically vulnerable, etc
- any other member of household with symptoms of Covid-19 or in a high-risk category: shielded, extremely clinically vulnerable, etc
- decide and let staff know how you plan to manage such issues

Update therapist insurance and full contact details.
Advise therapist and client of measures.

Use of online booking system to inform client of terms of treatment and measures in place. Ensure that if client attends with high clinical risk- full precautions needed.

Ensure we hold full contact details for test and trace service and GDPR consent.

Create Covid19 treatment consent form for therapist (checklist of actions) and client.

Limit number of people using communal areas. Door bell entry, one-way system to exit through disabled access door, turn right down steps to The Plains.
Non contact temp. check on entry recommended.

Phased reopening, contact all members in writing detailing measures in place.

<p>Put in place for all patients, visitors, clinic staff:</p> <ul style="list-style-type: none"> • cleaning regimes for toilet and hand washing facilities • guidance for stringent hand washing practice • hand washing facilities with soap and water • drying of hands with disposable paper towels • alcohol sanitisers in any area where washing facilities are not available 	<p>Signage- hand washing on entry.</p> <p>Regular cleaning regimen 2x weekly with daily antibac. Create checklist of areas done.</p>
<p>Reception and common areas:</p> <ul style="list-style-type: none"> • allow time for cleaning between patients and to avoid overlap • contactless payment wherever possible • hand washing protocol for handling money or paperwork • hand washing/sanitising posters visible • respiratory hygiene posters visible • cleaning regimes for toilet and hand washing facilities 	<p>Advise when booking, online or contactless payment preferred.</p> <p>Antiviral essential oils in reception. Use of tissues, disposal signs.</p>
<p>Social/physical distancing measures:</p> <ul style="list-style-type: none"> • allow time for cleaning between patients and to avoid overlap • minimise time spent by patients in waiting area etc • check staff numbers and facilities allow social distancing • floor markers, spacing chairs, etc • sneeze guards/screens for reception 	<p>Allow time between client sessions for cleaning. Limit number of people using the Centre at one time. Signage- social distancing 2m floor markings.</p>
<p>Consultations/treatment rooms:</p> <ul style="list-style-type: none"> • two-metre distance between you and your patient whenever possible • need for face mask for patient to wear during treatment • need for chaperone and social distancing in your clinic room • need for chaperone consent form 	<p>Use of larger treatment rooms first. For close contact, clients to bring mask, therapist PPE</p>
<p>Aeration of rooms</p> <ul style="list-style-type: none"> • open windows and close doors while cleaning between patients: if no windows, leave clinic room doors open • remove or avoid use of fans and other equipment that circulates air • open windows and or doors of common/reception areas 	<p>Couch roll to be used at all times. Minimise soft furnishings throughout. Use of windows to air treatment rooms.</p>

<p>Respiratory and cough hygiene:</p> <ul style="list-style-type: none"> • 'Catch it, bin it, kill it' posters • disposable, single-use tissues and lined and foot-operated waste bins • hand hygiene facilities for all 	<p>Signage for tissue use and disposal, all rooms. Regular hand washing policy.</p>
<p>Cleaning rota/regimes:</p> <ul style="list-style-type: none"> • cleaning rota and record sheet in all areas: when, where, who • increase frequency of cleaning: every two hours for common areas depending on use • frequent inspection of toilets and hand washing rooms 	<p>Record weekly cleaning regimes to initial on completion.</p>
<p>PPE requirements for your practice:</p> <ul style="list-style-type: none"> • reception staff: fluid resistant face masks (FRSM) for direct contact with patients, etc • patients: fluid-resistant face mask if patient has respiratory symptoms: hay fever, asthma, etc • face masks in clinical and waiting areas 	<p>Masks recommended. Close contact- mask and visor. Hand hygiene, gloves and aprons also recommended.</p>
<p>Replacement and disposal of PPE, cleaning wipes, tissues and cloths:</p> <ul style="list-style-type: none"> • when damaged, damp, difficult to breathe through, or potentially contaminated • at the end of every treatment session • double-plastic bagging and left for 72 hours before removal: keep away from other household/ garden waste • after 72 hours, place in normal waste for collection by your local authority 	<p>Hygiene staff to double bag and delegate waste storage area, deposit and store 72 hours before removal.</p>