|  |
| --- |
| We have assessed our practice for risks outlined and put in additional processes as detailed below |
| **An overview of measures we have taken to adapt the practice for preparation for operating in the current COVID-19 situation. This is available on our website and can be emailed to patients on request** |
| **Undertaken a risk assessment** |  **Date completed – 26th May 2020, amended Feb 2021*** **HS will review these monthly or on change of Government guidance.**
 |
| **Heightened cleaning regimes** | * Clinic rooms will be cleaned between each patient
* Common areas/washrooms will be cleaned every 2 hrs, and the washroom after each use.
* Hard surface in common areas – the reception desk will be cleaned after every patient
 |
| **Increased protection measures**  | * We have made considerable changes to the practice.
* It has been fully decorated throughout and deep cleaned.
* The carpet has been removed and wooden laminate flooring has been laid allowing for sanitisation between patients.
* The bathroom is equipped with disposable paper towels with a lidded bin.
* We have removed all linen from the clinic – there are no couch covers, towels, and wipeable plinth covers are now on the couches and waterproof, wipeable pillow cases in use.
* 3 wall mounted hand sanitising stations have been installed.
* A line marked in reception to comply with social distancing measures.
* Cashless payments have been introduced and payment is to be via contactless card or BACS transfer.
* The osteopaths will be wearing full PPE for your appointment – surgical grade mask, disposable, single use apron and single use gloves.
 |
| **Put in place distancing measures** | * Appointment time has been increased, and the times staggered so there is only one patient in the clinic at a time.
* Receptionists are distanced at the desk and are wearing masks at all times.
* Patients are discouraged from entering the clinic before their appointment time, only one chair in waiting room, and one patient at a time.
 |
| **Staff training** | * A separate policy named – ‘Preparing for our return’ was circulated to all staff detailing webinar’s to complete regarding staff training, and this is reviewed with any updated guidance.
* Detailed instructions and diagrams regarding the safe donning and doffing of PPE also in the ‘preparing for our return’ policy.
* Staff briefed and trained on updated clinic policies and infection measures
 |
|  | * In order to determine whether a patient is suitable for a face to face consultation, all patients will have telephone pre-screening call with the receptionist. The osteopath will complete the ‘triage form’ which will be kept in patient notes.
* Receptionists will call patients prior to their follow up appointments to ensure it is ok to proceed with a face to face appointment.
* Follow-up/maintenance appointments available by telephone if appropriate.
 |