



Beyond Move Covid-19 Risk Assessment

Rational for risk factors

COVID-19 transmission risk mainly arises from:

- Contact
- Droplet Spread e.g. coughs and sneezes
- Contaminated surfaces

Who might be harmed?

Risk assessment for COVID-19 infection risk is to avoid harm to staff (Employed and Self Employed), Patients, Cleaners, Contractors and any other visitor

How might they be harmed?

Risk assessment for COVID-19 infection risk is to reduce the potential for an individual coming into contact with COVID-19 virus.



GENERAL RISK LEVEL of COVID TRANSMISSION BEFORE MITIGATIONS					
RISK FACTORS TO CONSIDER		LEVEL OF RISK PRIOR TO PRECAUTIONARY/MITIGATION ACTION TAKEN			
		VERY LOW	LOW	MEDIUM	HIGH
1.	Patient/Public facing interactions				x
2.	Ability to maintain social distancing at work				x
3.	Number of different people sharing the workplace				x
4.	Travel to and from work		x		
5.	Workplace entry and exit			x	
6.	Availability and use of PPE				x
7.	Ability to maintain hand/other hygiene		x		
8.	Workplace environment cleanliness/control		x		
9.	Ability to avoid symptomatic people				x



STAFF EDUCATION					
	MITIGATION ACTIONS TO TAKE	RISK FACTOR MITIGATED	RESPONSIBLE PERSON	ACTIONED BY WHEN?	DATE COMPLETED
	<p>COMMUNICATION</p> <ul style="list-style-type: none"> Information forwarded to staff & contractors regarding the risk assessment and official guidelines Coronavirus Resource centre Information updated if new guidelines are published are forwarded on to staff and contractors. Reminder of hygiene & PPE policy 	1,2,3,4,5,6,7,8,9	Conductor Teacher & Pilates Teacher/ Yoga Teacher	Emailed 9/11/20	9/11/20
	<p>TRAINING</p> <ul style="list-style-type: none"> Once training has taken place staff and contractors must sign to confirm they have read and understood the policies We record staff and contractors comply and update yearly. 	2,3,4,5,6,7,8,9	get sign sheet	Return to work	
	<p>TRAVEL ADVICE TO AND FROM WORK</p> <ul style="list-style-type: none"> Traveling on public transport where there is a greater risk of infection, advised to avoid if at all possible. Staff & contractors who travel by PT will 	1,4,9	Staff & contractors	Emailed 9/11/20	9/11/20



	be advised that they need to bring a change of clothes in a bag, once arriving at work they need to change into their clean clothes in the toilet and bag previous clothing				
	<p>PPE</p> <ul style="list-style-type: none"> All clinical staff to complete training COVID-19: Donning and doffing of Personal Protective Equipment in Health and Social Care Settings How to don and doff PPE for non-Aerosol Generating Procedures Ensure contractors have training in PPE use. Reviewed & updated annually or when guidelines change 	6	Clinical staff Cleaning staff	Emailed to all 9/11/20	09/11/20
	<p>HYGIENE PROCEDURES</p> <ul style="list-style-type: none"> Online training for all Staff & Contractors Hand sanitiser pumps on main entrance, reception and rooms Certificates recorded & annual update done. 	7,8	Staff and contractor		
	<p>INFORMATION DISPLAYED</p> <p>- Information posters on all entrances, reception, studio / rooms & in communal area</p>	6,7,8,9	Conductor/ Pilates teacher / Yoga teacher	Posters to be put up 01/8/20	1/08/20



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GENERAL CLEANING PRINCIPALS					
	MITIGATION ACTIONS TO TAKE	RISK FACTOR MITIGATED	RESPONSIBLE PERSON	ACTIONED BY WHEN?	DATE COMPLETED
	CLEANING POLICIES AND SURFACE SANITISING <ul style="list-style-type: none"> • Cleaning of all hard surfaces concentrating on the high traffic area's such as door handles, light switches, computer keyboard, etc. • Have cleaning rota in place. • Make sure cleaning takes place when there is a staff / contractor change. • Weekly sanitisation service 	7,8	Cleaner and all staff/ contractors	9/11/20	9/11/20
	STOCK LEVELS <ul style="list-style-type: none"> • Weekly stock take of cleaning materials • Ordering adequate cleaning material 	6, 7,8	Admin - NNB	Return to work	
	HAND HYGIENE <ul style="list-style-type: none"> • Public health England Handwash Poster in toilets, kitchen and clinical rooms • All staff & contractors need to have completed hand hygiene course • advised to avoid if at all possible. • Staff & contractors who travel by PT will be advised that they need to bring a change of clothes in a bag, once arriving at work they need to change into their clean clothes in the toilet and bag previous clothing 	7,8	Staff & contractors	Emailed 9/11/20	9/11/20
	RESPIRATORY AND COUGH HYGIENE	7,8	Contractors, visitors & staff	Emailed to all 9/11/20	09/11/20



	<ul style="list-style-type: none"> • Catch it, bin it, kill it • Tissues made available, all waste bins need to be lined, empty more frequently. • Hand drying towels paper disposable only. 				
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PATIENT, STAFF AND CONTRACTORS ENTRANCE TO THE CLINIC					
	MITIGATION ACTIONS TO TAKE	RISK FACTOR MITIGATED	RESPONSIBLE PERSON	ACTIONED BY WHEN?	DATE COMPLETED
	PATIENT TRIAGE <ul style="list-style-type: none"> • Therapist to triage and decide whether it is appropriate to see patients on a face to face basis. • Video consultations offered as the first line of choice. • Extremely vulnerable or shielded will be discouraged from Face to face. • Patient asked screening questions on booking the appointment and at entry to Clinic for signs of Covid-19 • Poster on door refusing entry for those with symptoms. • Track & Trace displayed and encourage clients to log in • Include screening link in email appointment confirmation check if you have coronavirus symptoms - Coronavirus (COVID-19) 	1,9	All staff	9/11/20	9/11/20
	SOCIAL DISTANCING IN RECEPTION <ul style="list-style-type: none"> • To reduce the need for social distancing one therapist in and staggered appointment times • Patients advised to arrive at allocated time in email confirmation • Markers on floor, Waiting area chairs 2 meters apart • Patients may be asked to return to their car until their appointment time. • Any unessential guest will be refused entry. 	1,2,3,5,9	All Staff	09/11/20	09/11/20



	ADDITIONAL NON-ESSENTIAL STAFF <ul style="list-style-type: none"> No work experience students till further notice 	3,9	Admin	9/11/20	9/11/20
	HYGIENE <ul style="list-style-type: none"> Gaps between appointment times allowing time for patients to leave, PPE to be changed and disinfect plinth and any other surfaces that the patient may have been in contact with. 	1,2,3,5,7,8,9	All staff	Emailed to all 9/11/20	09/11/20
	HAND HYGIENE <ul style="list-style-type: none"> Hand sanitiser at entrance with signage, all staff, contractors & visitors are required to use it on entering the studio. How to use hand sanitizer poster 	7,8	Staff, contractors, visitors	01/08/20	
	PATIENT EDUCATION <ul style="list-style-type: none"> Poster on door advising entrance criteria self-check Information on measures the clinic has put in place to mitigate risk of Covid-19 emailed on confirmation email This is to be reviewed and updated on a regular weekly basis. 	1,5,9	Conductor/ Pilates teacher /Yoga teacher		
	REDUCE FOOTFALL <ul style="list-style-type: none"> One staff in the building at any one time in stage 2 reopening plan. Staggered appointments and total 3 staff in stage 3 of plan Gaps between appointments for visitors to vacate the building before next patient arrives Patients advised to arrive at the appointment time and possible delay Gaps between appointments for visitors to vacate the 	2,3,9	Contractors & st		



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RECEPTION AREA					
	MITIGATION ACTIONS TO TAKE	RISK FACTOR MITIGATED	RESPONSIBLE PERSON	ACTIONED BY WHEN?	DATE COMPLETED
	SOCIAL DISTANCING <ul style="list-style-type: none"> • Therapist or teacher must remain at all time a min of 2 meters away from visitors 	1,2, 9	Conductor/ pilates teacher/ yoga teacher	9/11/20	9/11/20
	REDUCE SURFACE INFECTION <ul style="list-style-type: none"> • Payments to be made by contactless if possible. • Reduce paper contact by emailing instead • All magazines, leaflets to be removed. • No refreshments via non disposable cups. • Water available only with single use cups via reception staff • Review when new guidelines are released. • Wiping of all contact points after each patient visit 	1,2,7,8,9		09/11/20	09/11/20
	HAND HYGIENE <ul style="list-style-type: none"> • Adhere to hand hygiene policy • Hand sanitiser pump in reception 	7,8	Staff, contractors & Visitors	9/11/20	9/11/20



TOILET					
	MITIGATION ACTIONS TO TAKE	RISK FACTOR MITIGATED	RESPONSIBLE PERSON	ACTIONED BY WHEN?	DATE COMPLETED
	CLEANING POLICY <ul style="list-style-type: none"> • Cleaning surfaces in the washroom on a 2-hourly basis • Signed rota for cleaning. • Check stock of paper towels and soap on cleaning schedule. • Display poster regarding hand hygiene. 	7,8	Conductor/ pilates teacher/ yoga teacher, cleaner	9/11/20	9/11/20
	REDUCE TRANSMISSION OF COVID-19 <ul style="list-style-type: none"> • Reduce footfall • Cleaning policy • Reduce number of utensils and crockery • Individuals must clean own utensils and crockery • Clean surfaces after use 	3,8,9	Contractors and staff	09/11/20	09/11/20



STUDIO / ROOM					
	MITIGATION ACTIONS TO TAKE	RISK FACTOR MITIGATED	RESPONSIBLE PERSON	ACTIONED BY WHEN?	DATE COMPLETED
	REDUCE SURFACE INFECTION <ul style="list-style-type: none"> Remove pillow Covers Wipe chair between uses Face savers, Use only wipeable face savers and additional single use covers. Limit the surfaces that are touched by the patient, i.e. Therapist to open and shut doors. Pillows replaced with paper towel on all pillow. 	1,6, 7, 8	Conductor/ pilates teacher/ yoga teacher Contractors	9/11/20	9/11/20
	REDUCE CONTACT INFECTION <ul style="list-style-type: none"> PPE – all therapists / teachers to have a certificate of online course completed. PPE course to be renewed annually. Therapists must assess patients' needs for PPE. https://www.gov.uk/government/publications/wuhannovel-coronavirus-infection-prevention-and-control 	1,2,7,8,9		09/11/20	09/11/20
	PPE <ul style="list-style-type: none"> PPE – Changed immediately after each patient Masks for sessional use unless damaged or contaminated. Storage is close to the point of use, clean, and dry Expiry dates must be adhered to, weekly stock check of all PPE should take this into account 	6	Contractors & all staff	9/11/20	9/11/20
	WORK CLOTHING	7,8			



	<ul style="list-style-type: none">• Uniform should be washed ideally at 60 degrees or highest possible temperature• Spare uniform should be kept in clinic just in case of any contamination		Contractors & all staff		
	<p>SURFACES & EQUIPMENT</p> <ul style="list-style-type: none">• Reduce possible risk of transmission by removal of any additional unneeded items.• Wipe Reusable non-invasive patient care equipment after each patient visit Routine	7,8	Contractors & all staff		



THERAPY CONSIDERATION					
	MITIGATION ACTIONS TO TAKE	RISK FACTOR MITIGATED	RESPONSIBLE PERSON	ACTIONED BY WHEN?	DATE COMPLETED
	MANUAL TECHNIQUE SELECTION <ul style="list-style-type: none"> Therapist's must use their judgement to consider the relative risks associated with the technique selection. 	1,9	Conductor/ pilates teacher/ yoga teacher Contractors	9/11/20	9/11/20
	MODALITIES <ul style="list-style-type: none"> Using any instrument therapist must clean immediately after each use. 	8	Contractors & all staff	09/11/20	09/11/20
	GERIATRICS, VULNERABLE <ul style="list-style-type: none"> Patients aged 70 or older are currently identified in the NHS risk criteria as being "moderate risk of developing complications from Covid-19 infection" These patients need to be informed of the increased risk prior to treatment and taking consent Risk factors to be explained on telephone triage calls before face to face consultation can take place. Review if government guidelines change. https://www.gov.uk/government/publications/guidance-on-shielding-andprotecting-extremely-vulnerable-persons-from-covid-19 	1,9	Contractors & all staff	9/11/20	9/11/20
	CONSENT FOR TREATMENT <ul style="list-style-type: none"> - Therapist's/Teachers must document that they have informed the 				



<p>patient of the risk associated with attending the clinic, and confirm they are not showing any signs of Covid-19</p> <ul style="list-style-type: none">- If a therapist / teacher determines it is necessary to see a patient face-to-face, they must discuss the risks of this contact with the patient, and the measures that will be taken to mitigate risk and gain their consent for treatment. While public information on COVID-19 is extensive a clinician should not assume that a patient understands:<ul style="list-style-type: none">❖ <i>The mechanisms and risks of transmission and exposure.</i>❖ <i>The nature of close patient contact during a conductor therapist consultation.</i>❖ <i>The level of PPE that a therapist will be required to wear.</i>❖ <i>The infection prevention and control measures that must be taken.</i>❖ <i>It is never appropriate to use disclaimers. This is because a therapist's duty to take reasonable care is absolute and any advice/treatment/recommendation given must be based on therapist judgement. Therefore, patients cannot be asked to participate in a therapist programme 'at their own risk'. Rather, the therapist should document in the patient's clinical record that risks have been discussed and that the patient gives consent or not for treatment to proceed with a face-to-face consultation.</i>- New consent forms including symptoms for Covid-19 are in place and to be used prior to treatment.- Ongoing, documented				
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POST TREATMENT					
	MITIGATION ACTIONS TO TAKE	RISK FACTOR MITIGATED	RESPONSIBLE PERSON	ACTIONED BY WHEN?	DATE COMPLETED
	LEAVING THE CLINIC <ul style="list-style-type: none"> ● Patients will be encouraged to leave the clinic as soon as possible after their appointment. ● Payment made contactless. ● Online booking and payments made by patients at home. ● Next appointment was booked in the studio / room. Or remotely online or by phone 	1,5	Conductor/ pilates teacher/ yoga teacher Contractors	9/11/20	9/11/20
	HAND HYGIENE <ul style="list-style-type: none"> ● Upon leaving the clinic everyone should be encouraged to sanitise their hands 	7	Contractors & all staff	09/11/20	09/11/20



HR CONSIDERATIONS					
	MITIGATION ACTIONS TO TAKE	RISK FACTOR MITIGATED	RESPONSIBLE PERSON	ACTIONED BY WHEN?	DATE COMPLETED
	RETURN TO WORK CRITERIA <ul style="list-style-type: none"> This will be managed in line with COVID-19: management of exposed healthcare workers and patients in hospital settings Should a member of staff be tested for COVID-19 we will follow the Flowchart describing return to work following a SARS-CoV-2 test Symptomatic For asymptomatic 	9	Conductor/ pilates teacher/ yoga teacher Contractors	9/11/20	9/11/20
	MENTAL HEALTH <ul style="list-style-type: none"> Whilst there is sustained transmission of the virus in the UK, members of staff will be supported in their choice to return to work. All staff and clinicians will be directed to Now more than ever, Every Mind Matters and Coronavirus and your wellbeing Mind, the mental health charity - help for mental health problems The clinic will base all plans for returning to the workplace on up-to-date Government and public health guidance in relation to COVID-19 	3	Contractors & staff	09/11/20	09/11/20



	RISK FACTORS TO CONSIDER	LEVEL OF RISK PRIOR TO PRECAUTIONARY/MITIGATION ACTION TAKEN			
		VERY LOW	LOW	MEDIUM	HIGH
1.	Patient/Public facing interactions		x		
2.	Ability to maintain social distancing at work		x		
3.	Number of different people sharing the workplace	x			
4.	Travel to and from work	x			
5.	Workplace entry and exit	x			
6.	Availability and use of PPE	x			
7.	Ability to maintain hand/other hygiene	x			
8.	Workplace environment cleanliness/control	x			
9.	Ability to avoid symptomatic people		x		



Date: 09/11/2020

Review date: annually or when guidelines change

Signature: Noemi Nagy-Bhavsar