

MONAGHAN OSTEOPATHY COVID 19 ADAPTING PRACTICE GUIDELINES

Infection risk assessment and mitigation guide



This document provides a written record of the heightened infection control measures that this clinic has put into place to ensure the safety of all staff and patients during COVID-19.

This risk assessment and mitigation record should be undertaken in conjunction with review of the iO's guidance 'Infection control and PPE' and 'Adapting practice guide'. In this document you will find the following:

Table 1: This is an overview of the measures you have taken that will form your clinic policy for operating during COVID-19 and available to all staff and patients. This should be completed once you have undertaken an assessment of risk and detailed the mitigating action you have taken

- NB: This does not constitute a full Health and Safety Risk Assessment as required by the Health and Safety Regulations for normal operation of business.
- **Table 2:** Areas assessed for risk and mitigating action taken. This records in detail the areas of potential risk you have identified and record of the mitigating actions you have taken and when.
 - **Table 2a - Protection for staff and patient before and when in clinic**
 - **Table 2b – Heightened hygiene measures**
- **Table 3:** For completion to outline your PPE policy for staff in your practice
- **Table 4:** Detail of how you will communicate to staff and patients your policies

Please also ensure that you are aware of the following:

[General Osteopathic Council Interim Infection Control guidance for COVID 19](#)

Completion of the attached demonstrates compliance with the following Osteopathic Practice Standards including but not limited to:

- **A2:** “... adapting your communication to take account of [your patient’s] particular needs”
- **C5:** “You must ensure your practice is safe, clean and hygienic”
- **D11:** “You must ensure that any problems with your own health do not affect your patients”

We have assessed our practice for risks outlined and put in additional processes as detailed below

Heightened cleaning regimes	<ul style="list-style-type: none"> • <i>The practice will be cleaned each morning when therapist arrives</i> • <i>The clinic room will be cleaned and air allowed to circulate between each patient.</i> • <i>The common areas / washrooms are cleaned by building management staff daily.</i>
Increased protection measures	<ul style="list-style-type: none"> • <i>All linens from the clinic have been removed</i> • <i>Bookings are made over the phone</i> • <i>All staff will be equipped with PPE</i> • <i>Osteopathy temperature is taken each morning before arriving into clinic</i> • <i>Each patient is asked to either wash hands on entering the clinic or to sanitize hands on entering clinic.</i> • <i>Patients are asked at the end of treatment to inform clinic if they develop any Covid 19 symptoms in the next 3 days.</i>
Put in place distancing measures	<ul style="list-style-type: none"> • <i>Patients are staggered with other activities in the clinic.</i> • <i>Patients are asked not to enter the practice before 5 minutes before their appointment and asked to wait in their car or in building reception area.</i> • <i>Clinical notes are completed after patient has left the clinic to prevent them meeting the following patient and maintain physical distancing measures.</i> • <i>Patients will not meet other people in the reception area.</i>
Staff training	<ul style="list-style-type: none"> • <i>Correct hand-washing technique best practice is observed</i> • <i>Put on/off PPE safely</i> • <i>Staff trained and adhering to clinic infection control policies</i>
Providing remote/ telehealth consultations	<ul style="list-style-type: none"> • <i>All patients will have telephone screening before entering clinic</i> • <i>Follow up maintenance appointments available via tele-health video call when possible</i>
	(Document last updated: 10/6/2020)

Table 2a. Protection of staff and patients before they visit, and when in, the clinic. We have assessed the following areas of risk in our practice and put in place the following precautions to			
	Description of risk	Mitigating action	When introduced
	For face to face consultations	<ul style="list-style-type: none"> ● <i>Have a condition that puts them at high risk of infections</i> ● <i>Have a condition affecting the nerves or brain e.g. parkinsons disease, motor neurone disease, cerebral palsy</i> ● <i>Taking medication that puts them reduces immune function (steroids)</i> <p><i>If a virtual consultation cannot meet the needs of the patient, patients will be pre-screened before they arrive at the clinic</i></p> <ul style="list-style-type: none"> ● <i>Screening for high risk patients</i> ● <i>Screening for signs of covid 19</i> <ol style="list-style-type: none"> <i>1. Have they a high temperature or a new persistent cough in last 7 days</i> <i>2. Have any member of household had/has any symptoms of covid 19 or are in a high risk category</i> <i>3. Have they been in contact with a person who is/was suspected of having covid 19 in past 2 weeks.</i> <p><i>Patients will be informed that PPE will be used by the therapist and they will be asked to wear a face mask (either their own or provided by clinic). they will be informed by email prior to appointment of what to expect and change in clinic procedures.</i></p> <p><i>The day before the appointment patients will be contacted by phone to assess if they have contacted covid 19 since last appointment.</i></p> <p><i>When arriving at clinic patients will use sanitizing gel on their hands, will not touch door handles (doors will be left open) and sit 1 metre away from osteopath during case history.</i></p>	
Protecting members of staff	Staff and family members	<p><i>Osteopaths at Monaghan Osteopathy are not in this vulnerable category and while their family member is in this category he is cocooning.</i></p> <p><i>The Osteopath will be wearing PPE during treatment in according with PHE guidelines surgical face masks, gloves, hand sanitizing, regular hand washing and cleaning of clinic between each patient)</i></p> <p><i>see table 3 below.</i></p>	

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	Description of risk	Mitigating action	When introduced
Confirmed cases of COVID 19 amongst staff or patients?		<p>If a staff member begins to feel unwell, they will flow the government guidelines: see chart below</p> <p>Symptomatic worker: flowchart describing return to work following a SARS-CoV-2 test</p> <ul style="list-style-type: none"> • <i>If the patient experiences symptoms within 2/3 days of visiting the clinic, any staff with direct contact to that individual should self-isolate</i> • <i>Anyone with indirect contact with the patient, should be advised of the situation and suggest they monitor for symptoms (those with indirect contact with suspected cases COVID 19 do not need to self-isolate)</i> 	

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	Description of risk	Mitigating action	When introduced
Travel to and from the clinic		<i>All patients will be asked to appear by themselves except for minors who can come with parents. All patients will be asked to wait either in their cars or in building reception until 5 minutes before treatment.</i>	
Entering and exiting the building		<ul style="list-style-type: none"> • <i>Will you ask staff to change into work clothing at the clinic and place work clothing in a separate cloth bag to take home a home for washing?</i> • <i>Are you asking patients not to arrive early or late for their appointment to avoid overcrowding therefore complying with physical distancing if other patients are in the clinic?</i> • <i>Will patients arriving early be asked to wait in their car or outside the building (observing physical distancing).</i> • <i>Are there clear and specific routes through your clinic that should be taken?</i> • <i>Are you expecting patients to wash their hands (with either soap and water or a form of hand sanitiser) upon entering exiting the building</i> 	
Reception and common areas	<i>Risk of contamination by contact on surfaces</i>	<ul style="list-style-type: none"> • <i>Patients will be asked to turn up promptly at their appointment time to reduce time in the waiting area</i> • <i>Patients can use contact-less payment or cash.</i> • <i>Signs are placed throughout the building to remind patients of physical distancing</i> 	
Social/physical distancing measures in place	<i>Respect for others using this building</i>	<ul style="list-style-type: none"> • <i>Staggered appointment times so that patients do not overlap in reception</i> • <i>Only one practitioner and one patient will be in clinic room at any time so there is no overlap between patients.</i> 	
Face to face consultations (in-clinic room)	<i>Risk of face to face consultations and transmission of covid 19.</i>	<ul style="list-style-type: none"> • <i>Spacing between practitioner and patient is increased to hinder the spread of covid 19.</i> • <i>Some treatment s may be not offered depending on close proximity to patient and the age and any underlying conditions the patient may have.</i> • <i>Only 1 parent or guardian will be allowed in clinic during child’s</i> • <i>No additional family members or chaperones will be allowed during appointment.</i> 	

Table 2b Hygiene measures

We have assessed the following areas of risk in our practice and put in place the following heightened hygiene measures

	Description of risk	Mitigating action	When introduced
Increased sanitisation and cleaning		<ul style="list-style-type: none"> • Clinic rooms - plinths, desk, door handles, equipment chairs - between each patient • Reception surfaces, doors and door handles, chairs, taps, card machines etc.? • Use of at least 60% alcohol sanitiser/wipes, using bleach-based detergents for floors <p>Actions to minimize the number of surfaces requiring cleaning</p> <ul style="list-style-type: none"> • Remove unnecessary linen/use plastic pillowcases that can be cleaned between patients etc. • Decluttering the clinic rooms and waiting area on unnecessary items <p>Putting in place plastic runners on carpeted areas</p> <p>Keeping doors between common areas open if safe and appropriate to do so, to reduce touch points</p>	
Aeration of rooms		<ul style="list-style-type: none"> • Leaving the window open and the door closed for 20 minutes after each patient • Removal of fans and other air-circulation mechanisms <p>Aeration of reception areas e.g. opening windows and or doors every 4 hour period.</p>	
Staff hand hygiene measures		<ul style="list-style-type: none"> • Bare below the elbow/hand washing before and after patients with soap and water for at least 20 seconds, including forearms/use of hand sanitiser gel and /or use of gloves 	
Respiratory and cough hygiene		<ul style="list-style-type: none"> • Provision of disposable, single-use tissues waste bins (lined and foot-operated) • Hand hygiene facilities available for patients, visitors, and staff 	
Cleaning rota/regimes		<ul style="list-style-type: none"> • Cleaning rota frequency increased to daily for common areas • A record of cleaning time of common areas and by whom kept by building management. • Cleaning rota frequent and inspection of washrooms, detail recorded e.g. on notice of washroom door 	

Table 3. Personal Protective Equipment: Detail here your policy for use and disposal of PPE

Clinicians will wear the following PPE	<p><i>Detail here what PPE will clinicians wear and when risk assessed, in what circumstance they will be used</i></p> <ul style="list-style-type: none"> • Fluid-resistant surgical masks (or higher grade) • Eye protection, e.g. if there is a risk of droplet transmission or fluids entering eyes
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When will PPE be replaced	<ul style="list-style-type: none"> • <i>When potentially contaminated, damaged, damp, or difficult to breathe through</i> • <i>At the end of a session (every 4 hours)</i>
Patients will be asked to wear the following PPE	<ul style="list-style-type: none"> • <i>Fluid-resistant surgical masks if respiratory symptoms e.g. from hay fever or asthma</i> • <i>Face-covering in clinical and waiting areas</i>
PPE disposal	<ul style="list-style-type: none"> • <i>Double-plastic bagged and left for 72 hours before removal, keeping away from other household/garden waste, and then this can be placed in your normal waste for collection by your local authority.</i> • <i>Cloths and cleaning wipes also bagged and disposed of with PPE</i>

Table 4. Communicating with patients: Detail here how you will advise patients of measures that we have taken to ensure their safety and the policies that have been put in place in our clinic

Publishing your updated clinic policy	<ul style="list-style-type: none"> • <i>Publish on clinic wall, available on request</i> • <i>Provide as part of appointment confirmation emails</i> • <i>Available on your website</i>
Information on how you have adapted practice to mitigate risk	<ul style="list-style-type: none"> • <i>Updating of website and via your social media accounts</i> • <i>Email to your patient base</i>
Pre-appointment screening calls	<ul style="list-style-type: none"> • <i>24 hours/morning before a scheduled appointment?</i> • <i>A clinician will call.</i>
Information for patients displayed in the clinic	<ul style="list-style-type: none"> • <i>Door notices advising anyone with symptoms not to enter the building.</i> • <i>Notices on other public health measures e.g. hand washing/sanitising/Catch-it, bin it kill</i> • <i>Providing patients contact for more information.</i>