

## COVID-19 Risk Assessment and Protocol Policy

Bowen Whitstable clinic delivered by Selina Firth  
at Ikigai Holistic Wellbeing Centre

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SARS-CoV-2 resulting in Covid-19 is a new illness that can affect your lungs and airways. It is caused by a virus called Coronavirus. Symptoms can be mild, moderate, severe or fatal, although some people may not produce symptoms at all. It is currently understood that the virus spreads mainly through the respiratory tract via direct inhalation of droplets, and indirectly from contacting infected surfaces and then touching one's face.

We take the health of our clients and our practitioners seriously, which is why we have produced this risk assessment document for the safe re-opening of Bowen Whitstable

### **1. Managing Risks**

It is expected that everyone in the UK self-monitor daily for Covid-19 symptoms & follow [govt.uk](https://www.gov.uk) safety guidelines.

Covid-19 Screening Questions must be answered before each clinic appointment  
Applies equally to both Client and Practitioner

These Covid-19 Screening questions, will be asked in Part 1 of your appointment.  
**You must include answers for each member** of your household.

- Have you had the recent onset of a new continuous cough?
- Do you have a high temperature?
- Have you noticed a loss of or a change in normal sense of taste or smell?
- Have you been abroad in the last 14 days?

If you have any of these symptoms however mild (Client/Practitioner/household) you must stay at home & reschedule the appointment.

My Duty of Care is to keep all my clients and myself confidently safe and well.  
Please note : Failure to comply with safety measures will result in services not being provided.

## 2.1 Keeping clients and visitors safe

- All unnecessary furniture & equipment have been removed from the therapy room.
  - Client's chair has a wipeable plastic cover, cleaned for each client.
  - Couch - covered with fresh paper roll, for each client.
  - Covering over client - fine cotton/towel, freshly replaced for each client.
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- **Ventilation (2.2)** To ensure a fresh air supply in to the room, windows & doors will be kept open as far as possible during sessions.
  - Airing and ventilation between each session x 20 minutes, by opening windows & doors, creating a through-stream of fresh air through the Wellbeing Centre.
  - **Clean-down & sanitise (5.2)** Will take place in the 20minutes interval created between client visits . Cleaning of all common touch surfaces in the room including floor, and all areas used on travel through the Centre to the room.

## 2.4 Clear Guidance for Clients

We take the our clients health and safety very seriously. This Client Guidance provides you with an overview of what you can expect from us and what we can expect from you with the new ways of safe working. thank you

## **NHS Test & Trace**

Requires me to keep a temporary 21-day record of all clients accessing my clinic. If there is a Covid-19 outbreak, I am required to give clients' names and contact numbers from the preceding 21 days to the NHS.

This is voluntary - You can choose not to have your name sent to Test & Trace. And I will ask you this in Part 1 of your appointment.

## **Screening**

please read Risk Assessment document for details .

- Please reschedule your appointment if you develop any symptoms, however mild.

## **Appointments are split into 2 parts, to reduce contact time face-to-face**

**Part 1.** Consultation (discuss & update symptoms) x 20-30 minutes on Zoom or phone the day before your treatment.

**Part 2.** Treatment time x 30 minutes in clinic, the next day.

### Travel from home to treatment room

Clients are requested to attend appointments with as minimal exposure to Covid-19 as possible on their way to the clinic.

- Please arrive directly from home where possible
- Ideally freshly showered and wearing freshly laundered clothes
- **Please only bring a bottle of water** with you, everything else leave at home/safely in your car.
- Please attend your appointment on your own.
- If you do need to bring a chaperone with you, then they too need to self-monitor and provide answers to all Screening questions.
- Children must be supervised by parent/guardian at all times, following [govt.uk](https://www.gov.uk) safety guidelines

### Minimising contact between people

- Please arrive at the exact time of your appointment.
- Please wait outside on the bench/in your car and await my call on your mobile to invite you up to the clinic.
- The waiting room is closed.
- I will be at the open door to greet you and lead you to the treatment room.
- Please use the hand sanitiser, located at the top of the stairs, before entering.

### 2.3 Toilet. We ask that you go to the toilet before leaving home.

If you do need to use the toilet when you are here, paper hand towels and bin are now provided.

After every toilet usage, the practitioner will clean all the commonly used surfaces.

In the Treatment Room

- **Clients are asked to sanitise hands, after** having removed shoes, placed water bottle on table, turned off phone, and placed any small belongings in box provided. Practitioner to close the lid, and store on the desk.
- **PPE** - I will give you a disposable lightweight mask to wear during your appointment.
- **Tissues** - will be provided. to be used in a safe manner and disposed of in the lidded paper bin. Hands must be thoroughly sanitised afterwards.

### After treatment

- After treatment, I will safely guide you out of the building.

### Paying for treatment

Payments will be contactless. We will agree method of Payment at your Consultation.

- After your Consultation (Part 1) I will send you a payment link, where you simply follow through the secure payment prompts.
- Payments by Bank transfer are also accepted.
- We are currently avoiding cash due to the infection risk this poses.

**Practitioner - Self-monitoring daily and following [gov.uk](https://www.gov.uk) safety guidelines**

- I will arrive in clinic directly from home, showered & in freshly laundered work clothes.
- I will wear a clean visor, and a fresh apron for each client.
- Working through client clothing reduces the need to wear gloves. Wearing gloves would inhibit my ability to sense tissue tensions, therefore, I will be sanitising my hands frequently between Bowen moves, throughout the whole 30minute treatment.
- I will wash my hands & forearms thoroughly between every client visit.

**PPE Protocol Practitioner**

- Sanitise hands first, then clean and sanitise visor, fit visor. Put on clean apron.
- Next, prepare couch with paper roll,
- Next, place fresh disposable mask for client on couch

**PPE Client**

- **Mask for client** - kept in sealed bag. Sanitise my hands, before placing on the freshly papered couch for client.
- **Client to sanitise hands, only after** having removed shoes, placed water bottle on table, turned off phone, placed any small belongings in box provided, and closed lid.

Disposable client Masks and Couch paper roll to be stored in sealed bags.

Plus, SEALED BAG : for fresh clean aprons, towels

Small sealed bag : for all cleaning items

SEALED BAG : for used aprons & towels. Directly washed in machine once home.

**CLEANING PROTOCOL** - Practitioner, Bowen Whitstable

Wear rubber gloves, use disposable paper roll, cleaner & disinfectant.

Dispose of used cleaning things into lidded paper bin.

After cleaning, clean & sanitise rubber gloves. Place gloves and products into sealable bag of own cleaning items. Clean and sanitise hands.

**WHEN TO CLEAN** - At Start of day, After each client visit, At end of day

**AREAS TO CLEAN** - Commonly used touch surfaces

<u>Treatment Room</u>	<u>TOILET</u>	<u>Wellbeing Centre</u>
<ul style="list-style-type: none"> <li>• Door handles - all</li> <li>• Window handles - all</li> <li>• Client Chair &amp; plastic cover</li> <li>• Treatment Couch</li> <li>• Desk</li> <li>• light switches - all</li> <li>• Floor</li> <li>• Small lidded box to hold client valuables, e.g. phone and keys</li> </ul>	<p><i>Clean after each use:</i></p> <ul style="list-style-type: none"> <li>• door handles - both,</li> <li>• light switch,</li> <li>• basin &amp; taps,</li> <li>• toilet flush, seat and lid</li> </ul>	<ul style="list-style-type: none"> <li>• External stair rail</li> <li>• the hand sanitiser bottle at top of stairs</li> <li>• intercom system</li> <li>• Main door handles - both,</li> <li>• internal door handles - both</li> <li>• All light switches en route to Room</li> </ul>