



ACTIVE BODY CLINIC

4 Kellyville Court, Portlaoise, Co. Laois

Covid 19 Clinic Policy Document

This document has been drafted from information contained in the Osteopathic Council of Ireland's 'Back to Work Pack, OCI Guidelines for Reopening'. These return-to-practice procedures follow guidelines specified in the HSE/HPSC documentation and from the WHO.

This document is intended to be used for guidance only and the measures set out may change in accordance with guidelines specified by Health Authorities.

These procedures recognise that the provision of treatment needs to be continually balanced against the risk of spreading / contracting Covid-19.

Pre- Appointment Screening:

All patients due to attend **Active Body Clinic** will be required to answer our **Pre-Appointment Screening Form**, to assess their suitability for a face-to-face treatment.

*Suspected or confirmed COVID-19 cases should not, under any circumstances, be attending an osteopath for treatment. They will be advised to self-isolate (if not doing so already), and to contact their GP for further advice.

* Patients who develop symptoms are asked to contact our Clinic on 0868675060 your GP or HSE Live on 1850 24 1850.

Symptoms of Covid-19:

According to the HSE, common symptoms of coronavirus include:

- a fever (high temperature - 38 degrees Celsius or above)
- a cough - this can be any kind of cough, not just dry shortness of breath or breathing difficulties

Other Symptoms include Loss of Smell &/Or Taste.

At-Risk Groups:

There are some groups of people who may be at risk of serious illness if they catch coronavirus.

The list of at-risk groups includes people who:

- are over 60, people over 70 are particularly vulnerable and should cocoon
- have a long-term medical condition - for example, heart disease, lung disease, diabetes, cancer, cerebrovascular disease, renal disease, liver disease or high blood pressure
- have a weak immune system (immunosuppressed)
- have a medical condition that can affect their breathing
- are residents of nursing homes and other long-stay settings
- are in specialist disability care and are over 50 years of age or have an underlying health problem

Very high-risk groups (extremely vulnerable)

The list of people in very high-risk groups include people who:

are over 70 years of age - even if you're fit and well

have had an organ transplant

are undergoing active chemotherapy for cancer

are having radical radiotherapy for lung cancer

have cancers of the blood or bone marrow such as leukaemia, lymphoma or myeloma who are at any stage of treatment

are having immunotherapy or other continuing antibody treatments for cancer

are having other targeted cancer treatments which can affect the immune system, such as protein kinase inhibitors or PARP inhibitors

have had bone marrow or stem cell transplants in the last 6 months, or who are still taking immunosuppression drugs

severe respiratory conditions including cystic fibrosis, severe asthma, pulmonary fibrosis, lung fibrosis, interstitial lung disease and severe COPD

have a condition that means you have a very high risk of getting infections (such as SCID, homozygous sickle cell)

are taking medicine that makes you much more likely to get infections (such as high doses of steroids or immunosuppression therapies)

have a serious heart condition and you're pregnant

What to do if you are at very high risk (extremely vulnerable)

If you are in a very high-risk group, you need to cocoon.

Read HSE guide on how to cocoon

High risk groups

The list of people in high risk groups includes people who:

are over 60 years of age

have a learning disability

have a lung condition that is not severe (such as asthma, COPD, emphysema or bronchitis)

have heart disease (such as heart failure)

have high blood pressure (hypertension)

have diabetes

have chronic kidney disease

have liver disease (such as hepatitis)

have a medical condition that can affect your breathing

have cancer

have a weak immune system (immunosuppressed)

have cerebrovascular disease

have a condition affecting your brain or nerves (such as Parkinson's disease, motor neurone disease, multiple sclerosis, or cerebral palsy)

have a problem with your spleen or have had your spleen removed

have a condition that means you have a high risk of getting infections (such as HIV, lupus or scleroderma)

are taking medicine that can affect your immune system (such as low doses of steroids)

have obesity

are residents of nursing homes and other long-stay settings

are in specialist disability care and are over 50 years of age or have an underlying health problem

What to do if you're at high risk

Take extra care to follow the advice on how to protect yourself from coronavirus.

This means:

staying at home

social distancing

washing your hands regularly and properly

You do not need to self-isolate unless you have symptoms of coronavirus.

You should work from home if you are at high risk from coronavirus. If you cannot work from home and you have to go to your workplace, take extra care to:

practice social distancing where possible

wash your hands regularly and properly

Ask the people in your life to take extra care to protect you from coronavirus.

If you develop a fever or any respiratory symptoms contact your GP or HSE Live on 1850 24 1850.

Active Body Clinic Covid 19 Protocols

Where patients are suitable to be treated, we will forward this clinic policy document for the patient to read or have it read to them.

It is important that each patient is (i) made aware of, (ii) understands and (iii) expressly agrees to the potential risks of contracting COVID-19 while attending clinic for treatment. As part of this process, the patient should be made aware, in advance, of the practices and procedures being employed by the clinic to limit the risk of transmission so they can decide for themselves if it is a risk they are satisfied to take.

Due to the restrictions in operating, wearing of PPE and rigorous cleaning, appointments available will be limited in number, and there will be waiting period to get appointment. There will be a strict 15 to 20 minutes between appointments to facilitate safer practice.

Consent to treatment:

When patient arrives at clinic following our clinic guidelines, they are requested to sign both our **Pre -Appointment Screening Form** and our **Treatment Consent Form**.

The **Pre -Appointment Screening Form** will be read to patient over the phone or sent to them, in a text format, email or letter.

The **Treatment Consent Form** and this **Clinic Policy Document** will also be sent by same method. Provision will be made for the patient to read them pre appointment.

Patient is required to sign both **Pre-Appointment Screening Form** and **Treatment Consent Form** in clinic, prior to treatment.

*Note: If patient answers Yes to any of questions on **Pre-Appointment Screening Form**, we cannot treat patient.

*Note: If you are not in a position to tick yes to the three statements on **Treatment Consent Form**, we regret that we cannot provide you with Osteopathy services at Taylor & Conroy Osteopaths at this time.

*If a patient presents with symptoms of COVID-19, despite declaring none, they will be directed to notice board signage that states the symptoms of COVID-19. Patient will be asked to leave, self-isolate and contact their GP or HSE Live on 1850 24 1850.

Clinic Policies and Procedures:

- Patient contacts clinic by phone, message or email. Five Pre-Appointment Screening questions are asked. Patients who answer Yes to any of these questions should not attend for Osteopathic treatment.
- Patient receives the **Treatment Consent Form** and **Clinic Policy Document**. There are three statements on Treatment Consent Form. If the patient is not in a position to tick 'Yes' to each of these three statements, we regret that we can not provide them with Osteopathic consultation and treatment at **Active Body Clinic**
- Patient attends clinic and waits in car or outside until we phone, text or personally beckon them to enter clinic. Under no circumstance can we allow entrance to clinic without this process or unannounced.
- Patient is required to wear a face mask at all times from entry to exit. It is recommended that this face mask is new. It is recommended that a face mask should only be worn for 4 hours maximum. For patients, surgical masks should have good breathability, internal and external faces which can be clearly identified, and meet EN14683 standard.
- Do not wear gloves to clinic. If patient requests to wear gloves, we will provide them after hand washing/ disinfecting.
- Please do not wear jewellery, watches, rings, bracelets etc.
- Keep fingernails short. Do not wear false nails or nail enhancements. Do not wear nail varnish. Cover cuts and abrasions with a waterproof dressing.
- Leave your mobile phone in your pocket. If you answer or check mobile phone you are required to sanitize your hands.
- With the exception of an infant's bottle, strictly no food or drinks allowed in clinic. We will provide water in disposable cups from bottled water.
- We have removed treatment plinth covers so that we can disinfect the plinth before each treatment. Patient can bring a clean, non-used towel to drape over the paper roll provided.
- It is requested that the patient attends on their own. Exceptions are where patient requires assistance or are a child, where there is one adult carer/parent/guardian permitted to accompany them.
- Front door, toilet door and treatment room door will be 'open'. Patient does not have to touch door handles entering or leaving the building.
- On entering building, if patient is wearing a coat or has umbrella, leave them in designated area inside of doorway. This also applies to baby's buggy and baby carrier/ car seat.
- On entering building patient turns to their right where a Hand Sanitiser Station is located. A poster explaining how to apply alcohol disinfectant rub to your hands is above the dispenser. We request that patient thoroughly wash their hands, forearms and elbows and dry using facility provided, placing tissue paper in foot-pedal bin. Do not place this tissue paper in toilet.
- A hand sanitiser station is located in reception/ waiting area. Patient must sanitise their hands here and proceed to enter treatment room.
- Patient is requested to sign both **Pre-Appointment Screening Form** and Treatment Consent Form with has clinic policy document attached. These documents give patient consent to treatment and any future treatments.

- Attending clinic patient should wear clean, comfortable clothing. Tracksuit, shorts, leggings, T-shirt, vest tops are recommended. If coming from work or where clothing is at risk of contamination, patient carries a pre-packed bag with clothing that they will wear for treatment. This bag is left at designated area in treatment room. Patient can change in the treatment room and leave clothing in the bag in a pre-designated area of treatment room, returning to wash and disinfect their hands.
- Patient is assessed and treated where we are mindful at all times of the necessary health and safety procedures to follow, including the most appropriate treatment techniques.
- Payment – We have the facility to take card payments, without necessity for patients to touch our equipment. We also will accept cash. Please have exact amount where possible to reduce risk of contamination.
- Scheduling – patients will schedule their new appointments in the treatment room.
- Prior to leaving clinic room, the Osteopath opens all doors and patient disinfects their hands in treatment room.

Therapist Protocol after a Treatment and in preparation for another Patient's arrival into clinic:

- Prior to entering the clinic each patient can be assured that the Osteopath has
 - removed fittings and furniture including waiting room chairs, skeletal models, cards, brochures, magazines and all unnecessary items.
 - opened window to ventilate the room.
 - disinfected toilet seat, handbasin, towel dispenser, door handles, wall sign and floor.
 - disinfected entrance area floor, designated area, hand sanitizer and any areas that previous patient has touched.
 - disinfected all external and internal door handles
 - disinfected treatment room door handles, treatment plinth, wipeable pillows, seats, table surface, card machine, hand sanitizer, pens, floor, any instruments used and any areas where deemed that previous patient may have touched.
 - thoroughly washed their hands, forearms and elbows following recommended guidelines.
 - Disinfected their hands.
 - disinfected reusable PPE
 - rolled up or short sleeves, protective glasses/ face shields, disposable apron (one use only).
 - Personal Protective Equipment (PPE) as recommended to wear and in adequate supply. Head covers and shoe covers are not required and are not recommended. Practitioners with long hair, will keep their hair tied up and off their face when working in clinical settings.
 - hand sanitizer containing between 60% and 80% of alcohol and its efficacy is proven according to the European Norm 1500 or the standards of the ASTM International (formerly, the American Society for Testing and Materials).
 - stored and disposed of all waste as it recommended.
 - been familiarised with correct techniques for putting on and taking off PPE, hand washing and disinfecting to prevent the spread of infection.

- completed one of the following courses: HSE 'COVID-19 Infection Control and Prevention Guidance' or WHO Infection Prevention and Control (IPC) for Novel Coronavirus (COVID-19).
- stored all sanitizers, PPE and equipment in a safely and securely.
- scheduled patients at least 15 – 20 minutes apart to allow time for cleaning and to prevent crossover with other patients, to aerate treatment room and to clean all areas as listed previously.

As per usual we operate a 24-hr cancellation policy. This includes patients who fail to turn up for appointment. Due to the restricted availability of appointments and the rising costs, this policy will be strictly enforced.

External contractors including deliveries of supplies will be accommodated in a safe manner with minimal risk to the contractors, staff and patients. Delivery follow the procedure of leaving goods inside front door in designated area. All external contractors should be required to perform hand hygiene on entering and leaving the facility. Appropriate PPE and instruction on use will be provided to external contractors where it is necessary to facilitate the service provision. Areas will be disinfected as outlined for patient in previous wording.

We plan for the safe changing and storage of clothing worn by the Osteopath or Athletic Therapist. We have facilities for a private designated area where staff can change into uniforms on arrival and when leaving work. All clothing will be handled inside this room. A laundry storage box will be available to place clothing in. All clothing worn by the Osteopath or Athletic Therapist in the direct care of patients will be handled, transported and washed in a manner that minimises the risk of exposure to others. Thereafter hands are washed and disinfected.

COVID-19 and Pregnancy Pregnant women do not appear more likely to contract the infection than the general population. In a limited case series in China, no evidence of the virus was found in the amniotic fluid, cord blood or breast milk of six women with COVID-19 who had delivered by Caesarean section and none of the infants developed infection. To date, no evidence has been found to suggest that the virus is present in the breast milk of mothers with COVID-19. (HSE HPSC Infection Prevention and Control Precautions for Possible or Confirmed COVID-19 in a Pandemic Setting)

COVID-19 and Immunity After Recovery In general patients who have recovered from COVID-19 have evidence of an immune response however at present there is not sufficient evidence to establish if the immune response provides immunity against re-infection. (HSE HPSC Infection Prevention and Control Precautions for Possible or Confirmed COVID-19 in a Pandemic Setting)