Covid-19 risk assessment (30/6/20) – Notting Hill Therapy Clinic, St Charles, London W10 6DZ.

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| Hazard | Responsibility of Action | Arrangements |
| Patients or staff bring COVID-19 virus on to premises | All staff | Triage clients for symptoms during booking screening call / email 24 hours before appointment. Welcome clients at front door of clinic with mask and hand sanitiser and ask them to wash their hands before entering the clinic room. |
| Cross infection between patients and patients or staff in waiting room / communual areas | All staff | Staff to monitor clients of other therapists to ensure 2-metre social distancing, e.g. if more than one person arrives at a time - one will wait at a safe 2-metre distance until the other has entered or left the building. If two people are already in the waiting room, clients will be asked to wait outside to be collected by their therapist.  Hard surfaces such as the bannisters, door handles, and chairs are regularly cleaned with disinfectant. |
| Cross infection in space other than the waiting room or treatment rooms. | All staff | Internal door handles, bathroom fittings and any hard surface likely to  be touched by patients or staff regularly cleaned with disinfectant. Bathroom (switches, door handles, flush button, loo, sink) cleaned before and after each patient use by the therapist. |
| Cross infection in the treatment rooms | Therapists | Therapists will wear appropriate personal protective equipment as advised by their  governing body e.g. Fluid resistant face masks (FRSM II) standard, (optional: safety glasses, gloves, apron).  Social distancing will be maintained where ever possible, for example placing chairs 2 metres apart.  Treatment pillows are fitted with plastic wipeable covers.  After each patient leaves the room all hard surfaces within the vicinity of the patient are cleaned with disinfectant. The treatment table, pillow cover, chair and desk are also cleaned. The door handles and door push plates are also wiped.  Windows opened for minimum 15 minutes between patients (and before they arrive) to ensure air flow in the treatment room.  A check list will be used to ensure all hygiene steps are taken between patient visits. |
| General good practice | All staff | Regular hand washing throughout day, as per 20 second government guideline instructions. High standard of cleaning and general cleanliness as normal. |