

Working Environment Checklist

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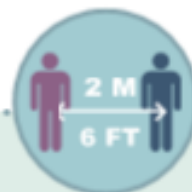
Preparation of Clinic

- ☐ Clinic and waiting rooms de-cluttered, minimising surface areas for cleaning
- ☐ Removal of Linens eg plinth covers + using plastic pillow cases
- ☐ PPE stocks sufficient
- ☐ Avoiding patient & clinician overlaps eg staggering appointments
- ☐ Ways to distance practitioners physically
- ☐ Questioned staff + family re 'at risk'
- ☐ Space arranged between staff + patients



Hygiene Activities

- ☐ Time allowed to sanitise surfaces between patients and dispose of PPE
- ☐ Appropriate sanitisers/wipes for between appts
- ☐ Aware of other patient contact areas to clean
- ☐ Sanitiser gel for patient entry to clinic
- ☐ Regime set up for all areas of practice



Protecting Self and Others

- ☐ Pre-screen process for before entry
- ☐ Good space from patient when taking history
- ☐ Correct protocol for PPE Don & Doff
- ☐ Alternative less close treatment techniques
- ☐ Access to own hand sanitising facilities
- ☐ Facilities for telehealth support



Informing My Patients

- ☐ Updated website etc with clinic protocols
- ☐ Email existing patients
- ☐ Consider info video for social media
- ☐ Clinic posters on safety measures
- ☐ Method for protocols in appt confirmations
- ☐ Emails to ask patients to inform of unwellness
- ☐ Positive reassuring language in all communications