

RISK ASSESSMENT for OPERATIONS DURING COVID-19 PANDEMIC  
 NEWQUAY HYPNOTHERAPY  
 18<sup>th</sup> September 2020

Hazards	Who might be harmed?	Severity	Likelihood	Mitigation
Clients bring infection into the practice	Client or Therapist	High	Med	Ask clients to confirm in writing that they and their household have been symptom free for 14 days; ask clients to work online if possible  Ask all visitors to wash their hands on arrival; provide facilities for this, and hand sanitiser
Clients are in vulnerable category	Client or their household	High	Low	Ask clients to confirm in writing in advance that they or their household are not in vulnerable category.
Transmission of disease to client from doorbell, door handles or other surfaces.	Client or Therapist	High	Med	Doorbell and relevant surfaces and door handles to be disinfected after each visit.  Minimise use of equipment; no longer provide a blanket or pillow
:- seating and couch	Client or Therapist	High	Med	Seating and couch covered with fresh couch roll on each visit.
:- handwashing facilities	Client or Therapist			Use disposable hand towels only, disposed of in a covered bin.
:- payment equipment	Client or Therapist	High	Med	All payments conducted online via bank transfer, completed offsite.
:- previous visitors	Client	High	Low	Minimum of 30 minutes between each visit; all surfaces cleaned between each visit
:- transmission by air between	Client or Therapist	High	Low	Follow social distancing; maintain 3m between

<p>therapist and client during conversation</p>				<p>client and therapist; plan manoeuvres and routines on arrival and departure so that distance is maintained.</p> <p>Maintain extra ventilation by keeping windows open and using mechanical ventilation system to draw in fresh air and remove used air, at all times.</p> <p>Keep doors open as far as possible.</p> <p>We will not require clients to wear face coverings, as we have other mitigation and measures, and also following this government exemption: “If you are speaking to or providing assistance to someone who relies on lip reading, clear sound or facial expressions to communicate”</p>
<p>Keeping policies current</p>	<p>Client or Therapist</p>	<p>Med</p>	<p>Low</p>	<p>Keeping up to date weekly with government guidelines.</p>