

# NHS Dentist COVID-19 Staff Protocol

## Travelling to work

- ✓ It is recommended to use personal means (driving, cycling etc.), for those who can walk this will be advised.
- ✓ If you must use public means ensure you observe social distancing where possible and use facial covering (masks, scarfs etc.) the entire time you are on the bus or train.

## Daily Screening

- ✓ Everyone's temperature will be taken first thing on arrival at reception and everyone has to fill in a daily health checklist on Covid-19 symptoms.

## Hand Hygiene

- ✓ Wash your hands with soap and water often - do this for at least 20 seconds.
- ✓ Always wash your hands when you get home or into work.
- ✓ Use hand sanitiser gel if soap and water are not available
- ✓ hand hygiene should be practiced and extended to exposed forearms, after removing any element of PPE

## Social Distancing

All staff are encouraged to observe social distancing where possible, to make this possible the following should be strictly adhered to:

- ✓ Shift work has been introduced to reduce the number of staff on site around the same time, follow rota strictly to avoid overlapping of staff present in the practice.
- ✓ When interacting with colleagues ensure you maintain a 2 metres distance.
- ✓ Be sensitive to other colleagues' feelings and respect their space.

## Movement around the Practice

- ✓ Observe the in and out route as shown on the floor.
- ✓ Use the stairs next to surgery 5 to go to the basement floor and the stair next to surgery 3 to exit.
- ✓ Avoid walking in groups.

## Risk Assessment

- ✓ All staff will be risk assessed on an ongoing basis to protect them and keep possible COVID-19 cases, household contact, staff who should be shielded, or those at increased risk, away from work.

## Cleaning of Uniform

- ✓ For the clinical staff, change from your home clothes immediately when you arrive at the practice.
- ✓ After your shift, all uniforms should be placed in the laundry basket in the staffroom toilet for cleaning.
- ✓ Iron and iron board are provided.
- ✓ For those who would prefer to clean their uniform at home, please follow the government guidelines on how to safely carry the uniform home and cleaning it.

## **PPE**

- ✓ Appropriate PPE for both AGPs and non AGPs will be provided at all times
- ✓ Clinical staff will be fit tested for the provided PPE
- ✓ Staff will be trained on what PPE they should wear for each setting and context
- ✓ Staff will be trained on [how to don and doff PPE for AGPs](#) and [how to don and doff PPE for non-AGPs](#) (the active links on this bullet point are videos on how to don and doff different PPEs)
- ✓ All staff should adhere to social distancing (2 metres) wherever possible, particularly if not wearing PPE and in non-clinical areas.

## **Down Time**

- ✓ Avoid congregating or going into other surgeries when free. If you have to, ensure you are maintaining a 2 metres distance especially when on toilet breaks and when in communal areas.

## **Suspected COVID-19 Symptoms**

You should not come to work if:

- ✓ You are unwell with coronavirus symptoms
- ✓ You are told to self-isolate by a government test and trace service, because you have been in close contact with someone who has tested positive
- ✓ You need to self-isolate because someone in your household has symptoms

If you are already at work, you should:

- ✓ let your line manager know immediately and go home
- ✓ avoid touching anything, and wash your hands regularly
- ✓ cough or sneeze into a tissue and put it in a bin, or if you do not have tissues, cough and sneeze into the crook of your elbow
- ✓ use a separate bathroom from others, if possible
- ✓ avoid using public transport to travel home, if possible

## **Reception Area**

To minimise patients in the reception area, the following should be adhered to:

- ✓ No walk in service
- ✓ Front door should be locked at all times
- ✓ Patients are only allowed in the practice at their appointment time
- ✓ Hand sanitiser has been provided for patients to use as they walk in and out
- ✓ COVID -19 information given prior to attendance
- ✓ Patients should be encouraged to make Card payment
- ✓ Patients' toilets should remain closed at all times
- ✓ Pads, card machine, door handles should be cleaned on regular intervals