

Risk Assessment for face to face sessions

Date assessment carried out: 20/7/21

To be reviewed monthly or immediately following updated Government advice.

Review date: 21/9/21

All actions to be taken by Sally Elsen

Face to face sessions can now resume but with some limitations. These have been put in place to reduce the risk of transmission of COVID 19 and to keep both client and counsellor safe (following Government lifting of Lockdown 19/7/21).

The Counsellor reserves the right to make the decision if it is appropriate to offer face to face sessions or not, based on the facts at my disposal.

Physical safety and risk of infection from COVID 19

1. Reducing risk of contamination and spread before/during/after a session

ACTION:

- The counselling studio will be cleaned before and after all appointments.
- Both parties wash hands when leaving home before the session.
- The therapy chairs, tables, door handle, light switches and other surfaces will be wiped down with antibacterial wipes/spray
- There are no toilet facilities available to use
- In the event of either party becoming unwell or if they live with/ been in direct contact with someone who has become unwell: a message to cancel the appointment will be sent via text/ phone call or email.
- Counsellor carrying out Lateral Flow testing x2 weekly.
- Follow the current Government guidelines on self- isolation before the next session can take place. www.nhs.uk :(self-isolation and treating coronavirus symptoms.)
- Each client will wait outside in their car/at the side of the premises until asked to enter by their therapist. This can be done via text message. The therapist will open the gate just prior to the time the session is due to start. (57 mins to the hour).
- Only the therapist will open and close any doors use hand sanitiser before the start of the session
 - The therapist and client will sit at least 2m apart.
 - social distancing is maintained throughout sessions (including on way in/ way out.
 - After each client leaves, windows and doors left open for at least 5 minutes to air the room.
 - Bottle of drinking water provided

- All soft furnishings removed from clients chair
- Clients will keep bags/coats/umbrellas to a minimum where ever possible. They will be placed on the floor beside the client during the session.
- Hand sanitiser is available throughout the session for clients to use at will
- Therapist will empty bin at end of session
- Both parties wash hands immediately when returning home following session.

Other factors:

Windows to be opened to ensure adequate ventilation. The risk of being overheard is low.

2. PPE of therapist and client

ACTION:

- Hand sanitiser and tissues will be available throughout the session
- PPE is not required as social distancing is maintained throughout sessions (including on way in/ way out.

3. Social distancing in relation to entering/leaving and seating arrangements

ACTION:

- The therapist will open the door fully and step back to allow the client to cross the threshold safely and sit in the chair furthest from the door.
- Hand sanitiser will be available for the client to use on arrival.
- The therapist will wait for the client to be seated on the chair furthest away from the door and will then enter the room. The chairs will be 2 metres apart where possible.
- On leaving, the therapist will open doors and be followed by the client – maintaining social distance wherever possible.
- The therapist will open the gate then step back to allow the client to leave the garden – maintaining social distance wherever possible.

4. Session length - impact of time spent in therapy room

ACTION:

- In order to allow sufficient time to properly wipe down the room before the next client, from this point on, all face to face sessions will be spread out with at least an hour between appointments.

5. Ongoing Review

ACTION:

- Each party holds an obligation to be aware of and report to the other, any factors which may occur which could increase the risk of infection during the time face to face sessions.
- In the event of a local lockdown (either in the area that the client lives or the counselling sessions are held) sessions will switch back to on line via telephone/ zoom as agreed.
- Review date: To be reviewed monthly or immediately following updated Government advice.
- All actions to be taken by Sally Elsen