

## Kendal Therapy: Safer System of Counselling – Briefing Note

**Activity:** Counselling in a therapy room environment

**Generic Known Hazards:** Viral infection and spread

<b>Specific Hazards:</b>
<b>1 therapist and clients moving around the Kirkland Centre and utilising Kendal therapy room</b>

*Generic Safe Working Practices:*

1. Clients must be suitably briefed on infection control and this 'safer system of counselling'
2. Only designated Kendal Therapy counsellor and identified associates shall work at site and only those vital for its operation
3. Vulnerable clients identified by 'high risk questionnaire' conducted by staff on first client contact. High risk clients should not have Counselling in areas where infection may be a risk
4. Kendal Therapy Counsellor is not to have any solitary direct contact (within 2 meters without control measures) with infected or potentially infected clients, areas or equipment.
5. Hands must be washed regularly (for a minimum of 20 seconds) using soap, hot and cold running water and disposable paper towels.
6. Alcohol hand rub should be used where hand wash facilities are not immediately available - but should not be seen as an alternative to hand washing
7. Kendal Therapy Counsellor and clients to follow recently issued guidance if they develop Covid-19 compatible symptoms while away from the therapy room.
8. The therapy room should support the current guidance of social distancing – specifics of which will be identified on the door.
9. Any requests or instructions by the client or others that contradict the above controls or appear unsafe must be discussed immediately, potentially leading to a cancellation of the session or an alternative type of session can be organised.

<b>Unit Specific Safe Working Practices:</b>
<b>1. Counsellor to follow 2-meter rules of social distancing</b>
<b>2 Counsellor to follow guidance posted on office doors of agreed safe numbers</b>
<b>3 Counsellor to wear PPE in other areas or activities inside Kirkland centre. Mask only to be removed when 2 meters distancing and the use of a screen between individuals is utilised</b>
<b>4. Hand wash facilities available and used regularly, for at least 20 seconds with advised soap and hot and cold water</b>
<b>5. No Food or drink to be offered by counsellor to clients. Clients may bring own drink, but no food.</b>
<b>6. Office cleaning standards – Regular cleaning of doors, switches (contact points)</b>
<b>7. Counsellors to travel directly to their therapy room, avoiding discussions on corridors and in door ways</b>

Signed: CJF

Date: 13.07.20

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