

"Caring for people with learning difficulties"



COVID-19 POLICY

Boulevard Care Ltd includes the measures we are actively taking to mitigate the spread of Coronavirus, You are kindly requested to follow these rules diligently to sustain a healthy and safe workplace in this unique environment, it is important that we all respond responsibly and transparently to these health precautions, we assure you we will always treat your health and personal data with high confidentiality and sensitivity as per GDPR.

This Coronavirus company policy is susceptible to changes with the introduction of additional government guidelines.

This Coronavirus policy applies to all our Employees who physically work in our homes, we strongly recommend that everyone read through this action plan to ensure we collectively and uniformly respond to this challenge. Clients will be given information in an accessible format to enable them to understand what is happening and why.

Boulevard Care Ltd outline the required actions Employees should take to protect themselves and their co-workers from potential Covid-19 infection.

1. If you are feeling ill or have Covid-19 symptoms you must inform the Senior on duty and go home, follow government guidelines, and get tested and importantly self-isolate.
2. If you have returned from areas with a high number of cases, you will be requested to stay home for 14 days and return only if you are fully asymptomatic.
3. If you have been in close contact with someone infected with covid-19 with a high chance of being infected yourself, you will be requested to isolate for 14 days.
4. If you are a parent and must stay home with your children, speak to your Manager or General Manager to discuss any arrangements.
5. If you need to provide care to a family member infected by Covid-19 you will only be permitted to return to work 14 calendar days after your family member has fully recovered, provided that you're asymptomatic or you have a doctor's note confirming you don't have the virus. You will be requested not to meet any colleagues during this time.
6. In-person meetings should be done virtually where possible, especially with non-company parties.

General Hygiene Rules

- Wash your hands after using the toilet, before eating, and if you cough/sneeze into your hands follow the 20second hand washing rule. You will find hand sanitizers all around the home.
- Cough/sneeze into your sleeve, preferably into your elbow. If you use tissue, discard it properly and clean and sanitize your hands immediately.
- Open windows regularly to ensure open ventilation.
- Avoid touching your face, particularly eyes, nose, and mouth with your hands to prevent from getting infected.
- If you find yourself coughing /sneezing on a regular basis avoid close contact with clients and your co-workers and take extra precautionary measures.

Follow all guidelines from Health Protection Team and the Government guidelines, Good Infection Control measures should always be followed using personal protective equipment, intense cleaning in and around the home with extra measures where required. Staff have been trained in Donning and Doffing and posters on PPE are placed on the staff notice board along with all relevant Covid-19 information. PPE stocks are maintained and is readily available for staff.

All door handles should be wiped and surfaces that are in constant use on a regular basis to avoid contamination, all work surfaces in the office should be wiped on every handover.

Visitor's

The home follows current public health advice that visiting arrangements should be subject to regular review to protect both clients and staff from the risk of visitors bringing Covid-19 virus into the home. The Manager will carry out appropriate risk assessments and any changes in arrangements will be reflected in the homes visiting policy. The home acknowledges the importance of visits from families and loved ones.

The home will be informed by local public health and health protection team advice or evidence of community hotspots the home will rapidly review its policy and reimpose visiting restriction to protect its clients and staff, While standard face to face visiting is disrupted, the home will do all it can to support alternatives to enable clients to keep in touch with family, this will include staff giving clients support in using digital devices such as mobile phones, tablets and computer's to make video calls.

Residents and Self-Isolation

The care provider is fully aware that where a client develops the symptoms of Covid-19, they will be isolated in their bedroom.

Staff should minimise the risk of transmission through safe working procedures and implementation of infection control measures.

Staff will use personal protective equipment for activities that bring them into close personal contact, such as washing and bathing, personal hygiene and contact with bodily fluids and will use new PPE for each episode of care. Staff will treat waste as infectious and dispose of it according to the homes hazardous waste policies. As and when required, the home will seek additional advice from the public health protection team.

Active “isolation” rooms will be identified with appropriate signage. No member of staff should enter an isolation room without wearing PPE. The care home is following all official guidance on the use of PPE.

Care Planning and Referrals

During an outbreak, the home will keep clients care plans under constant review to ensure that their needs are being met. It will also carry out full risk assessments in relation to any new referrals to ensure that the prospective client and members of staff are kept safe from cross infection of the coronavirus. Vulnerable clients will be identified, and plans put in place to ensure their safety. The home will communicate with, consult, and involve as fully as possible relatives and others involved in a person’s care, particularly where they may lack mental capacity over the decisions to be taken.

Testing

The home views Covid-19 testing as a vital element in keeping its clients and staff safe during the pandemic. It will therefore take all reasonable actions to support testing and to make tests available to those that need them in line with national guidance and policies. The home understands that all clients and frontline social care staff and their families are eligible for regular testing, it is also aware that these can be arranged in the following ways.

Staff can book a test directly, selecting a regional test site drive-through appointment or a home test kit.

Care employers can book tests for self-isolating staff through an employer referral test booking route.

Care home managers can use “whole home” referrals route which allows them to arrange testing for all staff and clients.

The home will support all three routes, as necessary. The care home manager will arrange for “whole home” testing kits to be delivered and will circulate testing details to staff. Staff responsible for administering the tests must complete a competency training. Easy read and regular posters are on all notice boards for staff and clients to access and read.

Business Continuity Procedures

In addition to the organisation’s general continuity plan, the home recognises the need to have a separate pandemic recovery plan. This is because a general continuity plan focuses on a short-term recovery programme. In contrast, the effects of the coronavirus could last many months. In our organisation the following will be implemented.

A pandemic communications strategy will be developed to ensure staff, clients and their families are provided with up-to-date information on the status of the pandemic and on the home’s response.

Every effort will be made to provide the information to clients in a format that they can understand, the home recognises that the current crisis will be upsetting and worrying for clients and relatives.

Information will be provided to staff via e-mail and through text where practical and unnecessary face-to-face meetings will be cancelled, where meetings are held social distancing will be observed.

Staff will be informed of any additional measures to limit spread of the disease in a pandemic situation- this may include avoiding unnecessary travel, and cancellation of face-to-face meetings.

The communication strategy for the home will be reviewed to enable greater use of Wi-fi video digital technologies and support virtual contact, this will help to decrease the need for face-to face contact and enable clients to keep in contact remotely with relatives.

The procedure aims to ensure that the home will be able to continue to provide care to its clients during any pandemic.

This policy will be continuously monitored and updated to take account of any changes to the official advice provided about coronavirus.