

East Kilbride & District

DEMENTIA CARERS GROUP

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Finding Scotland's Real Heroes – Carer of the Year

IMPORTANT UPDATE – CORONAVIRUS – COVID-19

To: All Staff, Volunteers
Carers and Service Users

From: Brian Doig

Date: 13th March 2020

Re: Coronavirus – COVID-19

In the interest of Service User and Employee safety during the current outbreak of Coronavirus (COVID-19), we ask Visitors, Carers, Service Users, Staff and Volunteers *not* to attend our premises or events:

- *If you have a new, persistent cough or a high temperature*
- If you have travelled to a Category 1 country / area during the 2-week self-isolation period *or*
- If you have travelled to a Category 2 country / area *and* developed symptoms. (a list of Category 1 and 2 countries / areas is attached)

What are the symptoms of Coronavirus? Common symptoms include:

high temperature or fever*, *cough*, *shortness of breath

Please note that as a responsible Service Provider, we take the welfare of Staff, Volunteers, Service Users, Carers and Visitors very seriously, and will do everything in our power to minimise risk and maximise safety.

Whilst there is public concern and a risk of Coronavirus, we will be taking advice from NHS Inform, The Scottish Government, Health Protection Scotland and The Care Inspectorate. We will be checking for updates on a daily basis, following all recommendations and asking that you and others do too.

Under the Health & Safety at Work Act 1974, it is the duty of **everyone** to take reasonable care for the health and safety of himself/herself and of other persons who may be affected by his/her **acts or omissions**.

Latest medical advice (13/3/2020):

- *If you have a new, persistent cough or a high temperature you should self-isolate for seven days.*

How is coronavirus spread?

Because it's a new illness, we do not know exactly how coronavirus spreads from person to person, but similar *viruses spread by* droplets in *coughs and sneezes*.

How to avoid catching infections like coronavirus.

You can reduce your risk of getting and spreading respiratory infections by:

- avoiding direct hand contact with your eyes, nose and mouth
- maintaining good hand hygiene - washing hands with soap and water or alcohol hand sanitiser before eating and drinking, and after coughing, sneezing and going to the toilet
- avoiding direct contact with people that have a respiratory illness and avoiding using their personal items such as their mobile phone
- covering your nose and mouth with disposable tissues when coughing or sneezing and disposing of them in the nearest waste bin after use.

What steps are we taking? What can/should you do?

- Follow all National and local guidelines.
- If you suspect that you may have Coronavirus or if you have been in contact with someone confirmed as having Coronavirus, SELF-ISOLATE and seek medical advice by telephone from your GP or NHS 24. Stay away from work until cleared to attend by a Health Care Professional.
- If you suspect that someone else in our Service may be infected by Coronavirus, alert myself or the Responsible Person immediately. We will err on the side of caution and refuse them entry to our premises until the self-isolation period has passed or they are medically cleared to attend.
- Adhere to all Group Policies and Procedures, including updated advice as we receive it. This is a changing situation to which we must adapt in real time.
- Practice and promote good hygiene and housekeeping standards.
- Wash your hands thoroughly with soap and warm water regularly throughout the day and after every toilet visit.
- Ensure Service Users wash hands with soap and warm water regularly throughout the day and after every toilet visit.
- Paper tissues will be issued daily to all staff and volunteers.
- Clean the toilet after every use.
- At the end of every shift, adhere strictly to the cleaning rota and thoroughly sanitise all areas where infection may be spread, eg light switches, door handles, mobile phones, remote controls etc.
- In the bus, start each day with the escort sanitising all passenger areas such as handles, rails, headrests etc, whilst the driver sanitises the steering wheel, gear stick, door handles, hand brake, communications folder etc.
- Re-read and familiarise yourself with the attached Policy on Infection Control.
- Read and adhere to the attached handwashing guideline.

Change in service provision

Trips and Outings to external venues will be suspended whilst the risk of infection remains high. This decision has been taken because we cannot control the external environment in public places. It will be reviewed on an ongoing basis. Bus runs will still be part of our Service Provision since we can control the internal bus environment. This will also ensure variety to the day. This too will be reviewed on an ongoing basis.

Summary

With the aforementioned measures in place, *we will continue to provide Support Services and Daycare unless advised otherwise by the appropriate authorities.*

We do understand that even with these measures in place, some people may be nervous about being in a public environment. Should anyone wish to stop attending daycare, we will respect this and in line with our policy, retain their place for up to six weeks after which time it will be reviewed.

Should you have any comments, concerns or questions, please do not hesitate to contact me on 07919 367 790 or 01355 244123

Category 1 areas

China - Wuhan city and Hubei province only

Iran

South Korea - Daegu, Cheongdo or Gyeongsan regions only

Italy - if you returned on or after 9 March 2020

Northern Italy - if you returned in the last 14 days:

Region	Areas affected
All Lombardy Region	This includes cities of Milan, Bergamo and Como.
Parts of Emilia Romagna Region	Provinces of Modena, Parma, Piacenza, Reggio Emilia, and Rimini.
Parts of Piemonte Region	Provinces of Alessandria, Asti, Novara, Verbano-Cusio-Ossola, and Vercelli.
Parts of Marche Region	Province of Pesaro e Urbino.
Parts of Veneto Region	Provinces of Padova, Treviso, and Venezia.

Category 2 areas

Cambodia

China - all other areas not in category 1

Hong Kong

Japan

Laos

Macau

Malaysia

Myanmar

South Korea (Republic of Korea) –
all other areas not in category 1

Singapore

Taiwan

Thailand

Vietnam