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| --- | --- | --- | --- | --- |
| Date: |  | | | |
| Name of Care Facility: |  | | | |
| Name of Staff/ Advice to: |  | | | |
| HOME MANAGEMENT | | | | |
| Questions? | | **Tick Box** | **Comments** | **Guidance** |
| RESIDENTS | | | | |
| Are symptomatic residents isolated for 14 days (where possible)? | |  |  |  |
| Can cohort nursing be considered? | |  |  |  |
| Has the home informed GP of issue & update of new cases / those requiring clinical review? | |  |  |  |
| Monitor all residents twice daily for raised temperatures & respiratory symptoms including saturations. | |  |  |  |
| Are there appropriate facilities for handwashing – liquid soap/ hand sanitiser & paper towels/tissues & adequate disposal?  “Catch it, Bin it, Kill it” | |  |  | * Are all posters laminated |
| Do you currently accept visitors? | |  |  | * Window visiting * EOL visiting * Face to face visiting * Visiting pod/ area |
| Are COVID-19 care plans in place? | |  |  |  |
| STAFF | | | | |
| Does the care home provide Aerosol Generated Procedures (AGP)? | |  |  |  |
| If yes, have staff being fit-tested?  Are FFP3 being worn?  Long sleeved gown? | |  |  |  |
| Are staff clear about what PPE should be worn?   * Plastic aprons * Gloves * 3 Ply, fluid repellent masks * Visors, plastic rim or foam?   Evidence to show visors are being cleaned after use?  Can you identify any staff not wearing correct PPE? | |  |  | * Foam rim is single staff member use only due to pathogens being transmitted. * Plastic can be cleaned at all points and can be used by multiple staff as long as it has been deep cleaned. * Visors must be decontaminated before exiting a room and before taking a face mask off. * No fabric masks must be worn. |
| Have staff been trained in the donning and doffing of PPE? | |  |  |  |
| Does the home have adequate supplies of PPE, gloves, aprons, masks? | |  |  |  |
| Are there appropriate handwashing facilities – liquid soap/ hand sanitiser & paper towels/tissues & disposal  “Catch it, Bin it, Kill it” | |  |  |  |
| Are staff taking their breaks safely/ social distancing?  Are the break rooms large enough to hold staff?  Are break rooms free from clutter? | |  |  |  |
| Are staff smoking outside? If so, how many go at a time. | |  |  |  |
|  | | | | |
| ENVIRONMENT | | | | |
| Does the environment look clean? | |  |  |  |
| Rooms and areas are free from clutter to ease cleaning | |  |  |  |
| Have cleaning regimes increased? e.g.  Hard surfaces/clothes/furnishings/rooms/ bathrooms/hoists/bins/touch points – light switches, handrails, door handles, remotes control, pens, observation equipment. | |  |  |  |
| Fans should only be used in private rooms, not facing doorways, with doors closed and windows open if possible. Natural ventilation can help keep a space cool without increasing the risk of spreading COVID-19 | |  |  |  |
| What cleaning production are being used? Ensure hypochlorite tablets (bleach-based product) or disinfectant | |  |  | * Not to use anti-bacterial products. Milton can be used |
| RECEPTION | | | | |
| Does the environment look clean? | |  |  |  |
| Rooms and areas are free from clutter to ease cleaning | |  |  |  |
| Have cleaning regimes increased? e.g.  Hard surfaces/clothes/furnishings/rooms/ bathrooms/hoists/bins/touch points – light switches, handrails, door handles, remotes control, pens, observation equipment. | |  |  |  |
| COMMUNAL AREAS | | | | |
| Are all communal areas able to comply with social distancing requirements? 2 metre distancing. | |  |  |  |
| Does the environment look clean? | |  |  |  |
| Rooms and areas are free from clutter to ease cleaning | |  |  |  |
| Have cleaning regimes increased? e.g.  Hard surfaces/clothes/furnishings/rooms/ bathrooms/hoists/bins/touch points – light switches, handrails, door handles, remotes control, pens, observation equipment. | |  |  |  |
| BEDROOMS | | | | |
| Does the environment look clean? | |  |  |  |
| Rooms and areas are free from clutter to ease cleaning | |  |  |  |
| Have cleaning regimes increased? e.g.  Hard surfaces/clothes/furnishings/rooms/ bathrooms/hoists/bins/touch points – light switches, handrails, door handles, remotes control, pens, observation equipment | |  |  |  |
| Asymptomatic rooms are cleaned first? | |  |  |  |
| Are doors closed without compromising safety? | |  |  | * All isolated bedrooms doors to be closed to ensure no transmission |
| PPE stations outside room | |  |  | * Gloves, Plastic Aprons, face masks, visors (plastic rim), cleaning wipes, red alginate bags, waste bags, hand sanitiser, |
| Are commodes available for all rooms, where no en-suite is available? | |  |  |  |
| Bin with waste bag by bedroom door. | |  |  |  |
| Is there a process for deep cleaning the room once the resident has completed isolation or has passed away? | |  |  | * Ensure 72 hours have passed since the resident has passed away. |
| BATHROOMS/ TOILETS | | | | |
| Does the environment look clean? | |  |  |  |
| Rooms and areas are free from clutter to ease cleaning | |  |  |  |
| Have cleaning regimes increased? e.g.  Hard surfaces/clothes/furnishings/rooms/ bathrooms/hoists/bins/touch points – light switches, handrails, door handles, remotes control, pens, observation equipment | |  |  |  |
| Are any toilets/ bathrooms needed for any positive residents? | |  |  |  |
| Are toilets being cleaned after each use when used by positive residents? | |  |  |  |
| Are bathrooms been cleaned after each use when used by positive residents? | |  |  |  |
| EQUIPMENT | | | | |
| Medicine pots-use dishwasher or single use | |  |  |  |
| Allocate equipment to an individual wherever possible e.g. hoist slings | |  |  |  |
| Is re-usable equipment cleaned adequately prior to re-use? | |  |  |  |
| Crockery and cutlery are sent directly to the main kitchen and loaded immediately | |  |  |  |
| LAUNDRY / LINEN | | | | |
| Are beds sheets handled with care to prevent dispersal of the virus? | |  |  | * Positive laundry doesn’t need to be left for 72 hours to be washed as normal. * Ensure all positive clothes are placed in a red alginate bag. * Washed last at 60 and about degrees. |
| Linen from symptomatic residents should be placed in an alginate bag and then placed in a 2nd bag outside the room | |  |  |  |
| WASTE | | | | |
| All waste from symptomatic residents should be placed in a rubbish bag and then into a second bag securely tied and stored in a secure location in line with contaminated waste policy. | |  |  | Store for 72 hours if safe to do so, if not dispose straight away. |
| Are there waste bags for residents to directly place tissue in once used? | |  |  |  |
| Ensure air is not expelled from the bag with force and away from face | |  |  |  |