

MNZ Health & Hygiene Brief - Preparation for Returning to Work

In preparation for working at Level 2, the following tasks need to be actioned prior to, during and after contact with clients.

Screening	Minimum	Considerations
	Have they had COVID-19?	Length of time since last symptoms? Ongoing health issues?
	Do they have Symptoms?	If yes, no entry to clinic/no treatment, refer to GP or Healthline.
	Are they a High-Risk Individual?	Do they have a high-risk individual living with them or in close contact?
	Have they travelled recently?	Internationally and/or outside of the local region and/or near existing clusters.
	Have they been in contact with a diagnosed COVID-19 case or someone directly in contact with a confirmed case?	Stand down period.
	Brief on how things have changed in the clinic and any protocol the Client will need to adhere to.	Non-contact greeting. Client to wash hands on arrival? Client not to bring unnecessary items e.g. handbags, jewellery, etc.
	Client History Form	Is this up to date? Any previous conditions of concern? Are contact details correct? Changes recorded by therapist to reduce contact points
		Do you ask these questions the day before and again on arrival or just on arrival?
		Temperature on arrival using non-contact thermometer or client self-reports own temperature.
		Register of all Clients, Staff and any others who have been in the Clinic for Contact Tracing.
Environment	Minimum	Considerations
	Adequate Signage	COVID-19 specific signage, hand washing signage
	Clinic Entrance and Physical Distancing Rules.	Does the clinic have shared access with another business? Is there a carpark where clients can wait? One in, one out protocol? Time between appointments for cleaning etc?
	Reduce surfaces that can be touched.	Waiting Room chairs, magazines, business cards, flyers, products for sale etc. Equipment and items in the clinic should be kept to a minimum to reduce contact opportunity. Consider a receptacle for client clothing to be held in during the treatment either disposable or sanitisable.
	Touchless Rubbish Bins available for use.	

	Contactless Payment.	Paywave, invoice, internet banking. Sanitising eftpos machine.
	Cleaning all surfaces that have been in contact with each client.	Cleaning schedule. More frequent cleaning. Include all surfaces not just those that were touched. Time between appointments to allow extra hygiene process?
Hygiene & Sanitisation	Minimum	Considerations
	Therapist to wash hands before and after clients.	Therapist to wash hands more regularly. Client to wash hands before entering treatment room.
	Hand sanitiser available.	Reception, waiting room, toilets, treatment room, other public areas.
	All linen to be laundered after single use.	Disposable face cradle covers, table roll etc. Reducing linen.
	Cough and sneeze etiquette.	Tissues available. Signage on how to cough/sneeze into your elbow.
	Physical Distancing Rules.	Consider prone and side-lying options instead of supine. Consider if appropriate to do face, intra-oral and hand massage. Consider PPE if available – mask, aprons, goggles, gloves.
	Cleaning all surfaces that have been in contact with each client.	Cleaning schedule. More frequent cleaning. Include all surfaces not just those that were touched. Time between appointments to allow extra hygiene process?
Employees	Minimum	Considerations
	Have they had COVID-19?	Clearance to return to work. Stand down. Ongoing health issues?
	Do they have Symptoms?	Clearance to return to work. Stand down.
	Are they a High-Risk Individual?	Are they willing and able to work?
	Have they travelled recently?	Clearance to return to work. Stand down.
	Have they been in contact with a diagnosed COVID-19 case or someone directly in contact with a confirmed case?	Clearance to return to work. Stand down.
	Education on new procedures.	
	Register of all Staff and any others (courier/contractors etc) who have been in the Clinic for Contact Tracing	

Symptoms –

MoH Website information (01 May 2020)–

The symptoms of COVID-19 are one or more of the following:

- a cough
- a high temperature (at least 38°C)

- shortness of breath.
- sore throat
- sneezing and runny nose
- temporary loss of smell

These symptoms do not necessarily mean you have COVID-19. The symptoms are similar to other illnesses that are much more common, such as cold and flu.

Shortness of breath is a sign of possible pneumonia and requires immediate medical attention.

Symptoms take up to 14 days to show after a person has been infected. A person can pass on the virus to others before they know they have it - from up to two days before symptoms develop.

If you have these symptoms, please telephone Healthline (for free) on 0800 358 5453 or your doctor immediately.

High Risk Individuals

MoH Website information (01 May 2020)–

These guidelines are not a hard and fast rule and will be updated as and when further evidence becomes available.

The key determinant of COVID-19 becoming a severe illness is the existence of underlying medical conditions, especially if these conditions are not well controlled. Relevant conditions include:

- serious respiratory disease such as chronic lung disease or moderate to severe asthma;
- serious heart conditions;
- immunocompromised conditions
 - many conditions can cause a person to be immunocompromised, including cancer treatment, smoking related illness, bone marrow or organ transplantation, haematologic neoplasms, immune deficiencies, poorly controlled HIV or AIDS, and prolonged use of corticosteroids and other immune weakening medications (such as disease-modifying anti-rheumatic drugs);
- severe obesity (body mass index [BMI] of 40 or higher);
- diabetes;
- chronic kidney disease, people undergoing dialysis; and
- liver disease.

Those over 70 - Older people, in particular those who have underlying health issues, including respiratory issues that make them more vulnerable to COVID-19.

Residents of aged care facilities - Aged care facilities are susceptible to the rapid transmission of viruses like this. Residents are more susceptible to illnesses due to their age and they are also more likely to have underlying health conditions.

Pregnant women - Pregnant women in their third trimester should take extra precautions and keep themselves well at a time when the growing baby means higher oxygen demands on the mother.

Signage

<https://covid19.govt.nz/resources/posters/>

Hand washing

<https://covid19.govt.nz/covid-19/how-were-uniting/wash-your-hands/>

Laundry

Refer to MoH Website information–

Use a washing machine and detergent to wash thoroughly with the warmest temperature recommended on the item's label.

www.health.govt.nz

Cleaning

Refer to MoH Website information

Recommended cleaning product should be a 2-in-1 product (containing both cleaning and disinfectant properties) to increase efficiency. Any hospital grade detergent/disinfectant products are suitable for cleaning following a suspected, probable or confirmed case of COVID-19.

www.health.govt.nz