

The Oxford Massage Centre COVID-19 AREA RISK ASSESSMENT

ASSESSOR: Cristina Tanasescu	DATE OF ASSESSMENT: 10/07/2020	LOCATION: 293 London Rd. Headington. Oxford. OX3 9EH			
PERSONS AT RISK	Staff <input checked="" type="checkbox"/>	Clients <input checked="" type="checkbox"/>	Students <input checked="" type="checkbox"/>	Cleaners <input checked="" type="checkbox"/>	Visitors <input checked="" type="checkbox"/>

RISKS & CONTROL MEASURES

HAZARD	RISK & RISK LEVEL	CONTROLS	IMPLEMENTED BY	CONTROLLED RISK LEVEL
Surface contamination	Any person (staff, client, visitor etc.) may contract and/or spread the virus from making contact with a contaminated surface. [Medium]	<ul style="list-style-type: none"> Hand washing facilities with soap and hot water should be available to all persons inside the premises. Display guides for 'correct hand washing' by all hand washing areas. Hand sanitising facilities (alcohol based gel) should be available in the reception area, all rooms, and at the premises entrance. Regularly and thoroughly clean all surfaces <i>including the door handles</i> using an appropriate disinfectant or alcohol wipes of 70%+ isopropyl alcohol. 	All staff should take part in implementing and enforcing these measures to ensure adherence by any other persons in the premises.	Low
Respiratory Contamination	Sneezing, coughing or talking have the potential to spread the virus through airborne contamination of the environment. [High]	<ul style="list-style-type: none"> Provide tissues and foot operated waste bins for contactless disposal. All staff must wear the appropriate face mask or visors for the level of protection required for each task/treatment/environment. Provide surgical or washable masks for staff/clients/students/visitors/cleaners that may have forgotten to bring their own. Introduce social distancing measures where possible and close contact is not required. Notify all clients/students/visitors pre-appointment that they will be required to wear suitable PPE and follow social distancing measures throughout their visit. 	All staff should take part in implementing and enforcing these measures to ensure adherence by any other persons in the premises.	Low
Virus Symptomatic Clients / Students / Visitors	Any persons displaying symptoms typical of COVID-19 infection may have the virus and spread it through contaminating the premises and infecting other people. [High]	<ul style="list-style-type: none"> Pre-screen all clients/students/visitors before their appointment for high temperature; new and persistent cough; loss or change to sense of smell or taste; or close contact with someone recently diagnosed with COVID-19. Check the temperature (contactless) of any person entering the premises (make clients/students/visitors aware of this prior to appointment) 	All clients should be made aware of these measures before their appointment and all staff should take part in their enforcement.	Low

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Virus Symptomatic Staff	Any persons displaying symptoms typical of COVID-19 infection may have the virus and spread it through contaminating the premises and infecting other people. [High]	<ul style="list-style-type: none"> • Before returning to work all staff must confirm that they do not have a high temperature; new and persistent cough; loss or change to sense of smell or taste; or have not had close contact with someone recently diagnosed with COVID-19. • All staff are responsible for notifying their manager if any of the above changes and immediately stop going to work to self-isolate. • All staff to have their temperature checked each day upon arriving at and before entering the work premises. 	All staff	Low
Virus Transmission – General	All persons risk being infected through close contact and exposure to potentially contaminated surfaces. [Medium]	<ul style="list-style-type: none"> • All the consultation forms will be completed within the OMC's premises, using our own software • Use paperless systems for signed documents and consenting where possible (thoroughly clean any tablet device used for paperless consent after each use with alcohol wipes). • Advise clients to attend appointments unaccompanied and with minimal personal possessions. • Drinks should only be served to clients in disposable cups. • Keep windows open wherever possible to promote good ventilation and clean air. • If possible, implement a clothes policy whereby all staff change into work clothes or scrubs upon arriving at work, and only change back into their regular clothes before leaving work again. Regular clothes should be kept in a bag in a clean area throughout the day. Work clothes should be washed between shifts. • If possible, provide a locker or clean cupboard for personal items (bag, phone etc) for each member of staff. • We have introduced longer times between each treatment (30 to 45 mins) to allow thorough room and equipment cleaning, and time for clean air to circulate from open windows. All PPE should be CE marked to ensure the correct level of protection. • Bins should be lined with bin bags and should be disposed of to an outside bin when the bin becomes full and at the end of each day. 	All staff should take part in implementing and enforcing these measures to ensure adherence by any other persons in the premises.	Low

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Virus Transmission – Reception & Waiting Areas	Reception areas are potential incubators for contamination and spreading infection without the necessary controls in place. [Medium]	<ul style="list-style-type: none"> • Implement an outside waiting area wherever possible and inform clients of this before their appointment. This may mean that clients wait in their cars until called or sent a text message to enter. • Reorganise large reception areas to restrict numbers and promote social distancing through appropriately spaced seating areas. • Remove all materials such as magazines or brochures from the reception area. Any required materials can be distributed to clients on their way out. • Implement a cashless / card-only payment system if possible and clean the card reader after each use. (notify clients of this ahead of their appointment) • Regularly clean all reception equipment such as computer screens and keyboards, card machine etc. 	All staff should take part in implementing and enforcing these measures to ensure adherence by any other persons in the premises.	Low

HAZARD	RISK & RISK LEVEL	CONTROLS	IMPLEMENTED BY	CONTROLLED RISK LEVEL
<p>Changes to Arrival procedures</p>	<p>Reception areas are potential incubators for contamination and spreading infection without the necessary controls in place.</p> <p>[Medium]</p>	<ul style="list-style-type: none"> • Ask clients to wait in their cars or outside until you text them or call them to come in • Greet clients at the door, no shaking hands. • <i>Use a no-touch thermal temperature scan to confirm the client's temperature is no higher than 37.5 °C. If a client has a temperature above 37.5, or if they have developed cold or flu-like symptoms or other symptoms suggesting illness since they booked their appointment , reschedule their massage session and suggest that they call their primary care provider or 111 for consultation.</i> • <i>If the client arrives wearing medical gloves, request that they remove these gloves before entry, as gloves may be contaminated with respiratory droplets from the client touching their nose or face.</i> • Confirm that the client has an acceptable face mask. If the client does not have an acceptable face mask, provide the client with a disposable face mask or cotton face mask. • <i>The client must return the cotton face mask before leaving the premises. Use the box provided to put the used mask in.</i> • Ask the client to sanitise their hands with an alcohol-based hand sanitiser and demonstrate how to put on and take off the face mask correctly (use your own mask as an example). The client should sanitise their hands before putting on their mask. • Ask the client to take their shoes off and / or to put on overshoes. • Ask the client to go to the toilet area and wash their hands with soap. • Proceed to the consultation form and add the temperature in the consultation form. • Escort the client to the session room and let them know about the available basket to put their clothes inside and the jewellery / watch / belt on top. 	<p>All staff should take part in implementing and enforcing these measures to ensure adherence by any other persons in the premises.</p>	<p>Low</p>

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Client at High Risk	<p>Reception areas are potential incubators for contamination and spreading infection without the necessary controls in place.</p> <p>[High]</p>	<p>Unless otherwise directed by the client's primary healthcare provider, clients at higher risk of severe illness from COVID-19 should forgo massage while the virus is present in their communities. Reschedule the appointment without penalty .</p> <ul style="list-style-type: none"> › People 70 years or older › Chronic lung disease › Moderate to severe asthma › Heart conditions › Compromised or suppressed immunity › Severe obesity (body mass index of 40 or higher) › Diabetes › Chronic kidney disease › Liver disease 	<p>All staff should take part in implementing and enforcing these measures to ensure adherence by any other persons in the premises.</p>	<p>High</p>
Changes to the Session Procedures	<p>Reception areas are potential incubators for contamination and spreading infection without the necessary controls in place.</p> <p>[Medium]</p>	<p>While COVID-19 is present in the community, these changes to session procedures are advised:</p> <ul style="list-style-type: none"> • Practitioners should disinfect their hands directly after handling client payment materials such as credit cards, cash and receipts as these surfaces may be contaminated. • Friends and family of the client are not allowed to wait in the reception area while the client receives massage, unless they are that client's legal guardian. • Both the practitioner and client must wear a face mask during the session. The client must also wear a face mask from the time they enter to the time they leave the facility. The practitioner will wear a visor / shield during the massage. <i>The client can take the mask off while having the massage.</i> • The Public Health England suggests that COVID-19 infected respiratory droplets can be dispersed when people talk. For this reason, talking is limited to communication about pressure, warmth, and comfort while in the enclosed space of the session room. • Intra-oral or nasal massage is prohibited at this time because it increases the risk of COVID-19 exposure. • <i>In compliance with Government restrictions and guidelines announced on 9th July 2020, all facial treatments, including face massage, are currently prohibited.</i> • If applicable, utilise electronic methods for charting and client surveys/ feedback. • Request that the client sanitise their hands with an alcohol-based hand sanitiser or wash their hands if anyone is allergic to hand sanitiser directly before they leave the session room and before they pass through common areas of the facility. 	<p>All staff should take part in implementing and enforcing these measures to ensure adherence by any other persons in the premises.</p>	<p>Low</p>

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Virus Transmission – Bathrooms	Bathroom areas are potential incubators for contamination and spreading infection without the necessary controls in place. [Medium]	<ul style="list-style-type: none"> • Provide only disposable paper towels in the toilet and contactless disposal bin. • Clean the bathroom / toilet after each use. 	All staff should take part in implementing and enforcing these measures to ensure adherence by any other persons in the premises.	Low
Virus Transmission – Treatment Room	Therapists risk being infected by close contact with clients and being in close range of respiratory contamination. [Medium]	<ul style="list-style-type: none"> • Thoroughly clean all surfaces (especially equipment and treatment beds) between clients. • If there is no hand wash basin in the treatment room, provide hand sanitiser. • Remove any items from the room that are not required for the treatment (decorations or equipment not being used). 	All staff should take part in implementing and enforcing these measures to ensure adherence by any other persons in the premises.	Low
Virus Transmission – During Treatment	Performing treatments puts therapists at risk of contracting the virus through direct touch contact with clients and in very close range of respiratory contamination. [High]	<ul style="list-style-type: none"> • Protective eyewear required for Laser and IPL treatments must be thoroughly cleaned with anti-viral alcohol wipes between each use. • Single-use nitrile gloves (or similar) must be worn by the therapist while doing the cleaning. • All treatment PPE should be kept in a clean cupboard . • Therapists should wear a PPE visor while performing treatments that require close contact. • Reusable visors should be cleaned after each use. • Ensure all single-use PPE is correctly disposed of after use into a contactless operated waste bin and hands are washed immediately afterwards. 	All staff should take part in implementing and enforcing these measures to ensure adherence by any other persons in the premises.	Low