



COVID 19

To protect yourself, your colleagues, family and patients from the effects of Coronavirus, every member of EEAST staff **MUST** follow all relevant guidance and protocols.

This short pack contains key points on infection prevention and Health and Safety to keep you safe.

This information has been developed in partnership with UNISON.
7 January 2021

COVID19

The challenges of Coronavirus continue.

Vaccinations are coming, but it will take some months before we return to normal.

We all have a legal duty to follow the relevant rules and guidance.

Please speak up and speak out if you see anything that puts you or others at risk

Health and Safety at Work Act 1974 - The Law

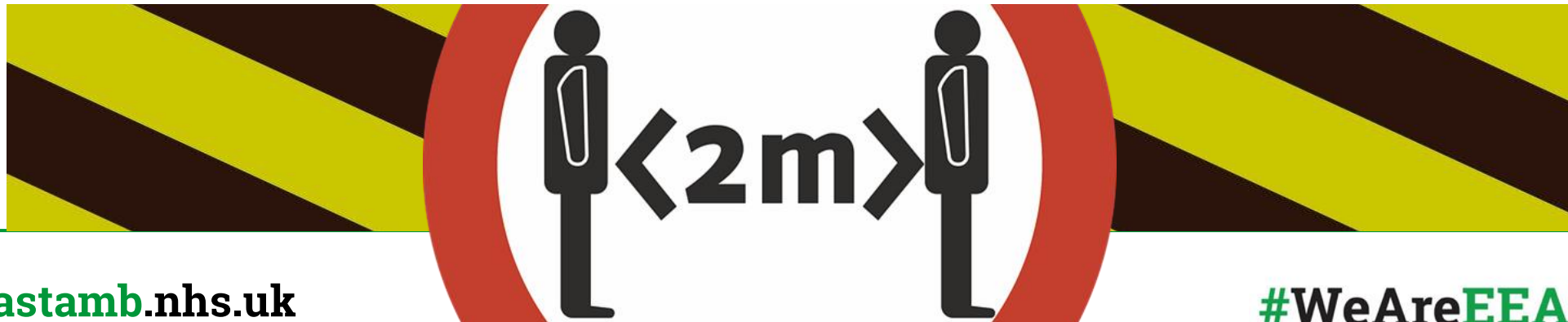
As your employer, EEAST has legal obligations under the Act to ensure good physical working conditions and for maintaining health and safety standards.

As an employee, you have a contractual obligations, which mean you must:

- Follow the training you have received when using any work items your employer has given you.
- Take reasonable care of your own and other people's health and safety.
- Co-operate with your employer on health and safety.
- Tell someone if you think the work or inadequate precautions are putting anyone's health and safety at serious risk.
- Where safety devices and protective clothing are provided you will be expected, where reasonably practicable, to use them.
- Be familiar with Trust policies and procedures related to Health and Safety and Infection Prevention & Control (IPC).

Social distancing

- When working or on breaks, **keep your distance.**
- Check how many people rooms can safely accommodate, and stay out if a room is too busy.
- AOC colleagues must pay attention to station limits when assigning break locations.
- Keep it simple - one person per sofa and don't use seats that have tape on them.
- Please follow rules at home as well. For example, don't share cars or visit friends or family unless local tier guidance says you can.



Masks: non-clinical

You must wear a surgical mask when you can't keep your distance for example:

- In vehicle cabs.
- In corridors
- When you are moving around stations/ offices/ garages
- When undertaking VDIs
- In meetings
- When your desk is not divided by a perspex screen.



Colleagues must do the same - so please speak up or speak out if they forget to put on their mask.

When moving around stations there is high risk of coming into contact with others so masks must always be worn when moving around.

PPE levels

You must wear level 2 PPE when you attend a patient, regardless of their Covid status. Level 2 PPE gives you protection from the virus.

Level 2 PPE includes a surgical face mask, gloves, apron, and eye protection (risk assessed).

- A surgical mask should be replaced if damaged, visibly soiled, damp, uncomfortable or difficult to breathe through.
- If an aerosol generating procedure (AGP) needs to be undertaken, level 3 PPE must be donned.

Level 3 PPE includes FFP3 mask, gloves, fluid repellent coverall, and eye protection.

- Donning and doffing of PPE is an essential skill – make sure you know the correct way to put on and take off your equipment. Ask your line manager if you need more training.

Instructions are on East24

Patients who are coughing, should be asked to wear a mask.



Level 2 PPE



Level 3 PPE

Fit testing

- You must be tested for the available FFP3 masks.
- You will be given a certificate to say which masks are suitable for you. This will be recorded on *Evolve*.
- If you are fit tested as clean shaven, you must remain clean shaven to maintain your safety.
- If you fail fit tests, you will be designated as a hood wearer.
 - You will be trained to put the hood on and how to clean it.
 - You will be issued with the hood for use at the start of a shift.
 - You must keep it in the box provided.
 - If removed from the box, the hood must be cleaned before being replaced in the box.

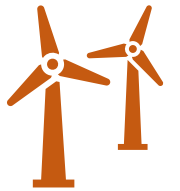
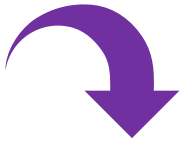


Example of FFP 3 mask.

In an ambulance, for extended time...

Should you be held on the back of an ambulance with a Covid positive patient waiting to handover to hospital staff, please follow the below guidance to support your safety and that of your patient.

- **Rotate** – resources with two clinically qualified members of staff must rotate the two clinicians every 15 minutes to ensure continual oversight of your patient's condition. Keep a continual patient care record open during this time. The other clinician should stand outside or sit in the cab. Ensure that you doff PPE on exiting the rear of the vehicle and replace before re-entering.
- **Ventilate** – keep the engine running with the extraction fans on. At 15-minute intervals, ensure the rear doors are opened for one minute when rotating clinicians to allow circulation of air.
- **Escalate** – monitor your patient and record a NEWS2 on the patient care record every 15 minutes. Escalate a deteriorating patient or a patient with a NEWS2 of 4 or more to the HALO or nurse in charge on arrival at the hospital and every 15 minutes that you are waiting.



Hygiene - the basics...

Wipe

- Wipe Surfaces and touch points before using them
- - e.g. desks, tables, steering wheels, gear sticks, door handles etc.

Wipe

- Wipe surfaces and touch points when you have finished using them.

Wipe

- Wipe door handles (in buildings and vehicles) frequently
- Don't rely on someone else doing it; do it yourself.

Open

- Open windows to improve ventilation
- Open internal doors (if not fire doors) to reduce numbers of people touching them

Wash

- Wash hands frequently, particularly before eating or after using the bathroom

Gel

- Wipes and hand gel should be available in your work area.
- If they are missing get some from stores.

Hygiene - clinical

Vehicles must be decontaminated between patients (includes all touch surfaces and equipment used).



This must be undertaken as a minimum, using:

- disinfectant wipes on vehicle surfaces (e.g. cupboards and equipment and door handles).
- detergent on floors (at end of shift as a minimum, but more frequently if facilities permit).

For full details check the decontamination manual.



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If **AGPs** undertaken then...

All surfaces in patient compartment cleaned (including floor), plus exposed equipment, using detergent followed by Acticlor 1,000 parts per million.

Wear mask, eye protection and apron.

Clinical waste (including swabs) to be disposed of in the orange bags provided.



Failure to comply

As explained earlier, EEAST and every member of staff have a legal obligation to comply with health and safety rules - and our values encourage us to do the right thing for patients and colleagues. Covid Marshalls will be visiting buildings every week to check compliance. Marshalls will inform local managers of any issues identified and audit findings will be provided weekly to the executive team and shared with our regulators.

- If you are not following policy, for example: not socially distancing or wearing a mask, a COVID Marshall or a manager will discuss with you the reasons for this breach and to explain the law and your obligation.
- If you decline to follow the guidance or are found, on more than one occasion to be **intentionally** not following guidance you may be subject to an informal verbal warning (section 7 of the Trust's Disciplinary Policy).
- If, following the issuing of an informal verbal warning if you continue to breach guidance or intentionally behave in a manner that risks the safety of the team, or for serious breaches, you may face formal disciplinary action.

Circumstances will be taken into account when considering action, if a breach occurs. We understand it is not always possible to follow the guidelines, for example if a patient suddenly arrests.

Safety is a shared responsibility.

Please speak up and speak out if you see anything that puts you or patients at risk.

Questions

1. **True or false:** Employees have a contractual obligation under Health and Safety at Work Act 1974?
2. You are restocking your vehicle and unable to maintain 2m between you and a colleague, should you?:
A) Wear full level 3 PPE B) Wear no PPE C) Wear gloves **D) Wear a mask** E) wear an apron
3. **True or false:** I need to check Evolve to know which mask I am fit tested for?
4. There are no wipes in your work area what do you do?
A) Datix that they are missing B) Wait for someone else to restock **C) Restock yourself** D) Call the LOM
5. **True or false:** I can clean the floor of an ambulance using a 'clinell' wipe?
6. **True or false:** Level 3 PPE is required by crews who attend a patient known to be COVID positive?

Final slide

Remember - the latest guidance, protocols and other helpful information related to COVID 19, health and safety and infection prevention control can be found on Need to Know.

Thank you.