

Covid-19 update to Clinic opening procedures 15th May 2020

Introduction

Life In Action centre for counselling and psychotherapy reopened on Monday 15th May 2020 , however in order to maintain a safe working environment the government social distancing and health and safety practises must be observed and implemented by all Staff, Counsellors and therapists. We have always managed to keep our service going using protective measures as well as our on-line services supporting those in need.

Returning to Work Requirements

- 1- Members, clients, and visitors must not enter the Centre if they have any flu like symptoms eg. cough or sneezing that are in addition to any normal symptoms that they have on a regular basis or have anyone in their household with these symptoms. This is in line with the government guidelines.
- 2- Members who are deemed to be on the high-risk list and have been self-isolating for 3 months must contact the office before coming into the Centre to resume practise.
- 3- Upon entering the Centre, Members should wash their hands thoroughly and invite their clients to use the hand gels at the main door and in the therapy rooms.
- 4- In-between sessions Members should wash their hands or use the hand gels and sanitise the therapy room door handles and furniture arms using detox wipes.
- 5- All Members and clients must whenever possible, observe the social distancing rule and maintain a 2- metre distance between themselves and other people. This also applies when using the stairs and kitchen areas and waiting areas.
- 6- We will be advising clients that face coverings are to be worn in the sessions and on entering the building. This is to protect us all in line with our Risk Assessment.
- 7- Members must ask clients to arrive on time so that they can go straight to the therapy room and should therefore advise their clients in advance which room they will be using and it's location in the building before the session. Alternatively, if this is not possible for some reason then Members must meet their client in the foyer and escort them to the therapy room or wait at the top of the stairs.
- 8- Clients who are accompanied by a visitor should whenever possibly ask them not to wait on the premises and to only return at the end of the client's appointment time.
- 9- All crockery and cutlery must be washed thoroughly, left to drain, and put away once dry.
- 10- Members must ensure they vacate the therapy rooms on time, which is 5 minutes before the booked end time, seeing their client out of the building.
- 11- Members must remember to respect social distancing, at all times, and therefore not remain in the foyer or social spaces within the building for any longer than is absolutely necessary.

NB. When the Office reopens during the allocated times Members, visitors and clients will not be able to enter due to social distancing measures. However, Members can contact the office by email, telephone. This is inline with our new key procedure and move of office location.