

## Safety Precautions during the Covid19 Pandemic 2020

As long as Covid 19 remains an active public health threat this therapy service will be taking some simple precautions to provide protection for both Time2Shine therapists and clients visiting the Time2Shine premises, Abbey Place Clinic or Northgate Clinic for face to face sessions . This is our commitment to our clients and our request of our clients.

### Time2Shine's Commitment to our Clients:

- If our therapist feels unwell or is displaying any Covid 19 symptoms, or has had contact within past 14 days of someone who has been diagnosed with COVID-19 she will inform you immediately and either re-arrange your session or offer you an online Zoom session instead.
- Our therapist will follow all regulatory requirements relating to social distancing, 2 meters where possible. Where this is not possible a minimum distance of 1 meter with additional considerations (Therapist wearing a face shield / face mask, doors / windows open to the therapy room with client agreement).
- Our Therapist will wear mask and or visor in any communal reception or hallway areas and in the therapy room if required by regulatory body.
- Our therapist will wash her hands upon arrival and between each client session and a sanitising station will be provided for clients.
- Where possible sessions will be staggered to avoid clients arriving / departing at the same time and to give time to clean and air the therapy room between clients.
- Our therapist will greet you outside on arrival if at Time2Shine premises or in the reception area at Abbey Place or Northgate Clinic, opening any gates and doors to the therapy room for you and will then stand back. The therapist will repeat this at the close of your session.
- If client agreement given the therapy room will be ventilated during use with either window or door open, where confidentiality allows.
- We regret we cannot provide toilet facilities at Time2Shine premises at this time. Toilet facilities will be available at Abbey Place Clinic and Northgate Clinic.
- We will not be providing tissues; clients are encouraged to bring their own.
- We will not be offering water/drinks; clients are encouraged to bring their own.
- We will not be providing pens; clients are encouraged to bring their own to make notes.
- We will wipe the client chair and door handles with antibacterial wipes between clients.

### Our request to our Clients:

- If you are feeling unwell or displaying any Covid 19 symptoms, or have had contact within past 14 days of someone who has been diagnosed with COVID-19 please inform Time2Shine straight away. We are waiving our cancellation notice during this time but may need to charge for room hire costs. We will either re-arrange your session or offer you an online Zoom session instead.
- Please comply to the Government social distancing guidelines; 2 meters where possible. Where this is not possible a minimum distance of 1 meter with additional considerations (Client wearing a face shield / face mask that they bring with them, doors / windows open to the therapy room with client and therapist agreement).
- Please allow the therapist to open gates or doors and stand back 2 meters whilst actioned.
- Please wear a face shield or face mask in any communal reception or hallway areas unless exempt. Please advise your therapist of any exemption ahead of your appointment. You may also be asked to wear a mask or visor in the therapy room unless exempt.
- Please make use of the sanitising station when entering and leaving the therapy room.
- If you bring tissues, please take used ones home to dispose of them.
- If you bring a drink, please take the bottle/cup home to dispose of.

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## Safety Precautions during the Covid19 Pandemic 2020

- To minimise client crossover please arrive on time; please do not arrive early for your session.
- Please avoid touching any surfaces in the therapy room apart from your chair.
- Please make payment in advance of your session via my [paypal link on my website](#) or via online banking to A/C Name : Julie Taylor. Sort Code: 40-21-35. A/C Number: 80022284

This is still a period of rapid change and the sources cited in this are frequently updated to reflect latest information – please do check the following links to ensure the details are still relevant.

[Government](#), [NHS](#), and [Public Health England](#).

I have completed COVID-19 Hygiene certificated training. A full risk assessment of the treatment space and working practices has been carried out at all premises mentioned. Track and Trace details as well as normal consultation documents will be completed and records stored securely in accordance with guidelines. Whilst every precaution has been taken, there is still a risk to both client and therapist.

I have read and understand my commitments as a visitor of Time2Shine Hypnotherapy, Abbey Place Clinic or Northgate Clinic and I will follow the guidelines above. I realise these commitments may change following changes in government guidance. I also realise that my name and contact number may need to be provided to the NHS track and trace service if an outbreak is reported (your reason for attending the clinic will not be shared).

Name

Signature

Date