

Shaw Chiropractic Clinic

Clinic Procedures – January 2022

In line with the Infection Protection and Control measures for healthcare settings, the requirement to wear a face mask remains in place within the clinic and we will continue with the following procedures for all patients attending the clinic.

We are still spacing out appointments as much as possible and operating a closed door policy to allow time for cleaning/sanitising.

To help us ensure that we can maintain a safe environment for patients and staff alike, please adhere to the following requirements:

- **Please arrive 4-5 minutes early.** (If patients arrive unnecessarily early they will be asked to wait outside the building).
- **Always ring the bell** on the clinic door to let the staff know you are here (*we cannot always see you*) then sanitise your hands. A member of staff will greet you, take your temperature and ask you to complete/sign a Covid risk assessment form.
- You will be directed to a seat and asked to place your belongings inside a sanitised container and replace the lid. Please do not put belongings on furniture or window sills or use other chairs.
- Always **wear a mask** when entering the building.
- All **new patients** will be asked to pay at time of booking to secure the first appointment in the diary.

You will need to bring the following to each appointment:

- Glasses (if required)
- Phone (useful to photograph information rather than having to write it down)
- Purse / wallet
- Diary / work rota to book next appointment

Please:

- Wear light accessible clothing - thin tops - preferably a t-shirt or other light cotton top (not nylon or woollen) without collars/seams/beading/buttons on the back.
- Do not wear multiple layers - one t-shirt and either jumper/sweatshirt or coat only.
- Thin bottoms – light trousers, jogging bottoms/leggings (preferably not jeans).
- Do not wear belts.
- Wear slip-on shoes or trainers/shoes with laces undone and tucked in. We prefer that patients do not undo/do up laces in the clinic.
- Remember at all times it may be necessary to undress if it is not possible to fully examine/treat without doing so. We are not allowed to provide gowns.
- Do not wear/bring **any** necklaces/watches (rings excluded). We have always asked patients to remove jewellery items in order to prevent breakage, hindrance of treatment and injury. Although some patients have persisted in wearing jewellery in the past, this is no longer acceptable within the current rules we have to operate.
- Do not bring large/extra bags.
- Attend alone unless you require a chaperone.
- Notify the chiropractor or reception staff if you use the toilet facilities so that we can disinfect all surfaces in the toilet.

Thank you for helping us remain safe in the current climate.

Kind regards

Sandy & Team