# **GP Practice Placement Risk Reduction Checklist, Safe supervision & Low Risk Task List**

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| **Date agreed: Academic Year:** 2020/21**Completed by: (staff)** **Completed by: (student)**  |

**Please use this to Risk Reduction Checklist to guide your preparation and induction with each student . It does not replace you on protocols or current NHS advice.**

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| **We confirm that during placements : (Nov 2020 additions highlighted)**  |
| Students are able to maintain PHE / Government social distancing guidance between staff (generally 2m)  |  |
| Supervision, teaching and learning is minimally disrupted while maintaining social distancing (using remote technology where possible  |  |
| An induction will ensure students have read protocols, and know how to access updated protocols |  |
| An induction will ensure students can access and correctly use and dispose of PPE  |  |
| Face to Face consultations will be kept as brief as possible (generally less than 10 minutes)  |  |
| PPE is available (disposable face masks, aprons, gloves ) for Face to Face patient encounters |  |
| PPE is available + eye goggles/face shield for Face to Face patient encounters involving throat/mouth/respiratory system examinations |  |
| Opportunity for student to change into separate work clothes/scrubs on arrival ( please provide or ask student to bring and change daily )  |  |
| Visiting more than one home in a given day will include decontamination in between visits |  |
| Students will have no involvement in aerosol generating procedures (AGPs) (e.g. throat instrumentation, dental examination, nasopharyngeal suction, endoscopy ) |  |
| Students will be advised regarding local testing regimes in case of exposure or symptoms of Covid 19 and actions if they are required to self-isolate  |  |
| **We confirm we are mitigating risk by doing the following:** |  |
| Ensure decontamination processes are clear and cleansing materials, hand gels etc are available  |  |
| Limit length of interactions to reduce exposure risk - with patients and staff |  |
| Explain any flow arrangements through the building  |  |
| Establish and explain appointment systems to limit number of people in building at any time  |  |
| Increase ventilation through windows, open doors and skylight |  |
| Facilitate reduced reliance on public transport with bicycles storage and negotiated late starts times  |  |
| Reduce Face to Face staff contact by using messaging and on line meeting platforms |  |
| Masks will be worn by all staff is common areas of the building, & during staff meetings > than 15 minutes  |  |

**CONTINUES**

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|  | **SAFE SUPERVSISION**  |
|  | Please consider implications of remote working on students, patients and colleagues:Patient must consent to remote student contact and GP must review all decisionsStudents supervision for learn safe remote physical and mental health examinationsGP tutors who are isolating can supervise virtually but need to be available to patients and students  |
|  | **Clinical Students within General Practice** |
| **Low risk staff and students**  | Roles that can be undertaken within General Practice (**always in discussion with a GP supervisor**) :With PPE * F2F consultations (after telephone triage)
* Cervical Screening
* Phlebotomy (esp related to specific drugs eg DMARDS)
* Immunisations
* Diabetic checks
* Home visits–non COVID-19 / low Covid 19 risk

Remote* Telephone Consultations
* Video Consultations
* Routine medication/ Health reviews / Post covid infection review
* Mental Health Plan Review
* Contraceptive review
* ‘Paper work’ – hospital letters, blood results, medication reviews, prescriptions etc
* Staff training (Video)

Avoid (unnecessary exposure):* Routine medicals eg HGV
* Travel Vaccinations
* Minor Surgery
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| **DYNAMIC RISK REDUCTION**As guidance and local prevalence is changing rapidly please :* Regularly review working environment with your students
* Remember you have duty of care to your students – who may be living with vulnerable relatives
* Document actions agreed between students, GP Tutors and your education manager
* Please raise any concerns about limitations in implementing safe environment for students with the Medical School (via l.c.magorrian@qmul.ac.uk )
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