

## **Intimate Care Addendum June 2020**

It is essential that all staff adopt a common-sense approach towards administering medicines and ensure we maintain good hygiene procedures.

Care should be taken to minimise patient contact wherever possible and patients that show any potential symptoms of COVID-19 should be isolated in the medical room immediately while parents are notified and asked to collect them. This room should be ventilated if possible. The staff member who remains with the pupil should use PPE equipment during this time.

### **Prior to changing a nappy**

- Wash / sanitise hands
- Put on any necessary PPE eg gloves, apron, face mask
- Follow 'bare below the elbow' policy, so as to not have fibres in close proximity to a patient
- Ensure area is ventilated
- Wipe down changing mat
- Ensure nappy bag, wipes, change of clothes are ready

### **Changing a nappy**

- If possible, encourage the child to do as much as they possibly can under close supervision
- Once the nappy is removed place it and the soiled wipes into a nappy bag immediately and secure

### **PPE**

- This must be worn to protect you and the child.

### **After Administering Medicines**

- Dispose of the nappy bag in the usual way.
- Gloves, aprons, and masks must be taken off with great care and disposed of as clinical waste, so must not be placed in a standard bin. Waste in these bins must be double wrapped on disposal.
- Wash and sanitise hands immediately after administering/ removal of PPE

### **How to put on, use, take off and dispose of a mask?**

1. Before touching the mask, clean hands with an alcohol-based hand rub or soap and water
2. Take the mask and inspect it for tears or holes.
3. Orient which side is the top side (where the metal strip is).
4. Ensure the proper side of the mask faces outwards (the coloured side).
5. Place the mask to your face. Pinch the metal strip or stiff edge of the mask so it moulds to the shape of your nose.

6. Pull down the mask's bottom so it covers your mouth and your chin.
7. After use, take off the mask; remove the elastic loops from behind the ears while keeping the mask away from your face and clothes, to avoid touching potentially contaminated surfaces of the mask.
8. Discard the mask in a closed clinical waste bin immediately after use.
9. Perform hand hygiene after touching or discarding the mask – Use alcohol-based hand rub or, if visibly soiled, wash your hands with soap and water.

### **Other information**

- All staff access and read the Covid-19 information and Covid-19 risk assessment on Sharepoint.