

COVID-19 Operational Procedure

Last updated 22/03/2022

Onsite scanning:

1. Prior to leaving to visit a client to undertake a scan, we will:

- Clean all equipment with alcohol base cleaning wipes.
- Wash hands as per the guidelines set out later in this document.

2. On arrival to site the operator will:

- Avoid contact and postpone the scan should any individual present be displaying symptoms of coronavirus (COVID-19). These symptoms include high temperature and/or new and continuous cough. The operator should return home and stay in self-isolation in line with the advice current at the time.
- Avoid entering the venue if there is a gathering of people inside and current advice is to avoid such gatherings. In this instance a more appropriate time should be rearranged by phone for when the venue is quiet.
- Wash hands as per the guidelines with either soap and water and hand sanitise.
- Apply a face mask if required.

3. The 3D specialist will maintain social distancing in line with current government guidelines.

4. Movement of any objects by the Operator will not be done without approval of the venue manager or homeowner.

5. Any surfaces touched by 3D specialist will be wiped with sanitisation wipe regardless of using gloves or not.
6. On completion and off the property, equipment will be cleaned and disposable items such as masks, shoe coverings and gloves will be removed and securely disposed of.
7. Handwashing and respiratory hygiene.

There are general principles you can follow to help prevent the spread of respiratory viruses, including:

- Washing your hands more often - with soap and water for at least 20 seconds or use a hand sanitiser when you get home or into work, when you blow your nose, sneeze or cough, eat or handle food.
- Avoid touching your eyes, nose, and mouth with unwashed hands.
- Avoid close contact with people who have symptoms.
- Cover your cough or sneeze with a tissue, then throw the tissue in a bin and wash your hands.
- Clean and disinfect frequently touched objects and surfaces in the home.
- Please review this link for the best method to wash your hands – <https://www.nhs.uk/livewell/healthy-body/best-way-to-wash-your-hands>