

Protection concept for the consulting practice - SGfB

INTRODUCTION

The following protection concept describes the requirements to be met by establishments that- can resume or continue their activities in accordance with COVID-19 Ordinance- 2. The requirements are aimed at the operators of facilities and organisers of events and at employers. They serve to define internal protection measures that must be implemented- with the participation of employees.

OBJECTIVE OF THESE MEASURES

The aim of the measures is to protect employees and those working in the company on the one hand, and the general population as service recipients on the other, from infection by the new coronavirus. In addition, it is important to provide the best possible protection for particularly vulnerable persons, both as employees and as customers.

LEGAL BASIS

COVID-19 Regulation- 2 (818.101.24), Labour Code (SR 822.11) and its regulations

Basically: Reduction of the spread of the new coronavirus

Transmission of the new coronavirus

The three **main transmission routes** of the new coronavirus (SARSCoV2-) are

- close contact: If you stay less than two meters away from a sick person.
- Drops: If a sick person sneezes or coughs, the viruses can get directly onto the mucous membranes of another person's nose, mouth or eyes.
- Hands: Infectious droplets get onto the hands when coughing and sneezing or touching the mucous membranes. From there the viruses are transmitted to surfaces. Another person can then transmit the viruses to their hands and so they reach the mouth, nose or eyes when touching each other's faces.

Protection against transmission

There are **three basic principles** to prevent transmissions:

- Keeping distance, cleanliness, surface disinfection and hand hygiene
- protect particularly vulnerable persons
- social and occupational segregation of patients and persons who have had close contact with patients

The principles for preventing transmission are based on the main transmission routes mentioned above.

Transmission by closer contact, as well as transmission by droplets, can be prevented by keeping a distance of at least two metres or by physical barriers. To prevent transmission via the hands, regular and thorough hand hygiene by all persons and cleaning of frequently touched surfaces is important.

Spacing and hygiene

Infected persons can be contagious before, during and after the appearance of COVID-19 symptoms. Therefore, even people without symptoms must behave as if they are contagious (keep distance from other people). The FOPH's rules of hygiene and behaviour are laid down by the "[How to protect ourselves](#)" campaign. Examples of measures are: Home office, not offering certain services, washing hands regularly, keeping a distance of at least two metres, regular cleaning of frequently touched surfaces, limiting the number of people per m^2 .

Protect particularly vulnerable persons

Persons over the age of 65 or with serious chronic illnesses (see COVID-19 Regulation- 2) are considered to be at particular risk of suffering a serious illness. Additional measures must therefore be taken to prevent particularly vulnerable persons from becoming infected. This is the only way to avoid high mortality from COVID-19. Persons at particular risk continue to adhere to the FOPH's protective measures and stay at home whenever possible. The protection of particularly endangered employees is regulated in detail in COVID-19 Ordinance 2. Further information can be found at www.bag-coronavirus.ch. Examples of measures are: Home office, working in areas that do not require customer contact, physical barriers, setting up time windows for particularly vulnerable persons.

Social and occupational segregation of patients and persons who have had close contact with patients

It must be prevented that ill persons infect other people. Sick people should stay at home. If they have to go outside, they should wear a hygiene mask. The FOPH's instructions on self-isolation and self-quarantine are available for this purpose- (see www.bag.admin.ch/selbstisolation). To protect the health of other employees, the employer is obliged to enable all employees to follow these FOPH instructions.

Protection concept for psychosocial counsellors

The information is based on the model protection concept of the Federal Government. According to the FOPH and SECO, each consultant is responsible for his or her own practice protection concept and its implementation. It is the responsibility of the cantons to monitor compliance with the legal provisions. Current information can be found at the FOPH under [Information for health professionals](#) and at SECO under [Protection concepts](#).

The protection concept applies during the Corona crisis, from 27 April 2020

Basic rules

The protection concept in practice must ensure that the following requirements are met. Sufficient and appropriate measures must be provided for each of these requirements. The employer and the person responsible for operations are responsible for the selection and implementation of these measures.

1. Hand hygiene
2. Keep 2m distance between persons, keep distance
3. Regular cleaning of surfaces and objects after use as required, especially if they are touched by several people.
4. Adequate protection of particularly vulnerable persons
5. To follow the (self-)isolation according to the BAG

1. hygiene measures

All persons in the practice clean their hands regularly:

- Setting up hygiene stations: Customers must be able to wash their hands with soap and water or disinfect them with a hand disinfectant when entering the store.
- Counsellors* should wash their hands regularly with soap and water. This is particularly important before arrival at the workplace, between serving customers and before and after breaks. Where this is not possible, hands must be disinfected.
- Removing unnecessary items that can be touched by customers, such as magazines, papers and water dispensers in waiting rooms and common areas (such as coffee corners and kitchens)

Before starting work:

- Wear clothes that can be washed at at least 60°C. Clothing must be changed daily and worn only in the practice. The more intensive the direct body contact is, the more weight should be placed on this point.
- Avoid wearing finger rings, bracelets and watches.
- Wash your hands thoroughly.
- Put on the hygiene mask according to the manufacturer's or supplier's instructions.
- The less the hair falls into your face, the less the temptation to touch your mask or face.
- Ventilate the practice rooms thoroughly and regularly.

- For discussion and treatment, use a room that is as large and well ventilated as possible, where the air can circulate freely. The protective effect of hygiene masks is limited. The better ventilated a room is, the lower the concentration of aerosols and thus the lower the risk of infection.

2. keep distance, clients in practice

Persons keep 2m distance to each other:

- Only consultants, clients and accompanying persons who are urgently needed by the client are admitted. The hygiene measures apply to all persons.
- Clients who want to wear a hygiene mask can do so. They are responsible for obtaining the masks themselves. If necessary, hygiene masks can also be given to clients.

Consultation with physical contact:

- Employees must wash their hands with soap and water or disinfect them with a hand disinfectant before and after every customer contact.
- Depending on the method you provide a separate pad and towels for each client. The towels may only be used once and must then be washed (at least 60 degrees). It may be worth switching to paper pads.
- Advise the client not to speak more than necessary during the treatment in order to avoid the unnecessary distribution of droplets and aerosols.
- During treatment, take care to avoid unnecessary body contact, to excrete as few droplets and aerosols as possible and not to touch your face or mask.
- After you have said goodbye to the client, remove the hygiene mask according to the manufacturer's or supplier's instructions. (See also the recommendations of the FOPH).

3. after the consultation, cleaning:

After saying goodbye to the client:

- Remove the hygiene mask according to the manufacturer's or supplier's instructions.
- Wash your hands thoroughly.
- Ventilate the practice rooms extensively.
- In particular, disinfect all smooth surfaces that the client has touched or could touch (e.g. work surfaces, keyboards, telephones, work tools, door handles, lift buttons, stair rails, coffee machines and other objects)
- Clean the WC facility regularly.
- Empty the waste bins regularly (especially when washing your hands). Wear gloves, which should be discarded immediately after use to avoid touching waste.

4. particularly vulnerable persons

Persons at particular risk continue to comply with the FOPH's protective measures and stay at home whenever possible. In this case, counselling should be provided online or by telephone.

5. (self-)isolation

In principle, people (consultants and clients) with symptoms indicating Covid-19 disease (cough, fever, breathing difficulties, joint pain, loss of sense of smell and taste) do not belong in a practice. In this case, clients are strongly advised to isolate themselves and have a doctor check up.

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