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# Coronavirus (COVID-19)

## GUIDANCE LAK GROUP MARCH 2020

The global issue of Coronavirus has passed this guidance to keep all agencies to assist in the containment and control of COVID-19, and LAK would like to ensure this advice is cascaded to our workers on an ongoing basis.

Official government guidance is constantly being updated to keep up with developments and LAK will continue to update our workers as required and work with

The guidance which follows outlines LAK Locums current working plan to deal with, assist with, and negate the effects of the COVID-19 Virus for our internal workers, and also contains information which may be useful for LAK Locums' agency workers.

LAK want to provide our agency staff and clients with a safe working environment so we can continue to operate as a trusted partner to our candidates and customers.

LAK Group are following the guidance from World Health Organization and local health bodies implementing policies and procedures with our locum staff.

LAK Group is regularly sending out updates and sending any relevant information to the clients and candidates. We believe that communication is key and that we all need to be working together to ensure everyone is fully up to date, ensuring policies are followed correctly.

All of LAK agency workers have been issued with full guidance and updates and have completed a self-declaration from Healthier business (SEQOHS accredited) to ensure that they understand the process and if they are at risk they will inform the agency straight way and their place of work.

**Keep in mind that the coronavirus is a challenging health issue and the government and health experts are constantly reviewing the situation. As such, while this guidance is up to date at the time of writing - it will be updated as and when any changes are required.**

### GOVERNMENT GUIDANCE

We advise you to stay updated with the government guidance - this is a fast-moving area and the guidance is being updated daily at 2 p.m.

**Coronavirus (COVID-19): latest information and advice** on the govuk website includes:

- Advice from the FCO (foreign and commonwealth office) which particularly relates to anyone travelling to or back from countries and areas affected by the virus.
- An updated list of countries/areas that are affected and advice about actions to be taken when returning to the UK from those places.
- Guidance issued by Public Health England and the Department for Health.

All Staff working in the healthcare sector should review the **Guidance for healthcare providers: healthcare workers with relevant travel, healthcare or household contact history**. Additional guidance is likely to be added to the govuk website so do review this regularly, putting 'coronavirus' into the search function.

### OTHER GUIDANCE FOR EMPLOYERS AND EMPLOYEES

ACAS has released guidance for employers - ACAS Coronavirus: advice for employers and employees that you can refer to.

The government has guidance about placing employees on short time working or temporary layoff if you're unable to provide work.

This only applies to LAK employed staff (staff on a contract of employment).

LAK have informed all internal staff and agency workers with information about Coronavirus, in particular:

- Symptoms of Coronavirus
- Basic hygiene to help protect themselves and others
- Where they can get more information
- When they should seek medical guidance if they have or may have been exposed to the virus

### **SYMPTOMS:**

At the time of writing the common symptoms are:

- Respiratory symptoms
- Fever, cough
- Shortness of breath
- Breathing difficulties

### **HYGIENE**

The current guidance is to:

- Cover your mouth and nose with a tissue or your sleeve (not your hands) when you cough or sneeze
- Put used tissues in the bin immediately
- Wash your hands with soap and water often – do this for at least 20 seconds
- Try to avoid close contact with people who are unwell
- Don't touch your eyes, nose or mouth if your hands are not clean

### **FURTHER INFORMATION AND WHEN TO SEEK MEDICAL ASSISTANCE**

Presently people are advised to contact the NHS 111 number if they feel unwell or if they may have been exposed to the Coronavirus. They should not go to the GP if as they could spread the virus if they have it.

### **STATUTORY SICK PAY**

Employees (LAK staff who work on contract of employment) are entitled to Statutory Sick Pay (SSP) if they meet all of the qualifying criteria for it. SSP applies to agency workers engaged on a contract for services because they're treated as employees for SSP purposes.

At the moment, SSP applies if the employee/agency worker is actually sick and unable to work (due to illness or injury) but the current regulations also extend SSP to someone who is not unwell if they are abstaining from work;

- On the basis of being given a written notice issued under legislation;
  - Because they are infectious or could reasonably be believed to be infectious or to have been in contact with an infected person;
- and
- The infection is a disease which is subject to legal regulation for public health reasons.

The government has issued specific Coronavirus regulations which put measures in place to protect public health. Under the regulations a person can be directed to self-isolate because they could be infected or have been exposed to someone else who was infected by Coronavirus. If the conditions above apply, a person will be treated as if they are unable to work due to sickness and therefore be eligible to receive SSP

Please get in touch with us if you have any concerns and you will be able to find the latest guidance for Health Professionals on the below link <https://www.gov.uk/government/collections/coronavirus-covid-19-list-of-guidance>

### **LATEST INFORMATION**

For the latest information from the Department of Health and Social Care and Public Health England, <https://www.gov.uk/guidance/coronavirus-covid-19-information-for-the-public> this is updated at 2pm every day!

Guidance for healthcare providers: healthcare workers with relevant travel, healthcare or household contact history.

### **INFECTION CONTROL**

We'd like to remind you to continue with normal infection control procedures, remembering the need for good hand and respiratory hygiene at all times. <https://www.gov.uk/government/publications/wuhan-novel-coronavirus-infection-prevention-and-control/wuhan-novel-coronavirus-wn-cov-infection-prevention-and-control-guidance>