

Covid-19 Emergency Risk Management for Homecare - Education Programme

Learning objective

Understanding, and practical application of the key controls necessary to reduce the risk of the Covid-19 outbreak to staff, clients, and your organisation, during, and after, the pandemic.



Homecare providers should take immediate steps to assess and minimise their risks for the provision of services during the COVID-19 pandemic. This programme guides the practical development of a comprehensive COVID-19 Emergency Preparedness Plan in line with best practice. The training programme shall be held via online Webinar over two 60 minutes sessions. These sessions shall be complemented by an optional resource package (details below).

The content of the education programme shall include:

Structures for Planning and Risk Minimisation

Covid-19 Emergency Management Team

Covid-19 Co-ordinator

Covid-19 Risk Management

Covid-19 Emergency Preparedness Plan

Reputation, Risk and Regulation

Chronology of Events

Risk Updates and Communication

Monitoring Public Health Advisories

Client and Family Communication Programme

Staff Communication Programme

Communication process for inter-facility transfers

Communication Requirements for suspected Covid-19 cases

Covid-19 GDPR Requirements

Stocks and Supplies – Preparation and Risk Management

Suppliers and Supply Monitoring

Personal Protective Equipment

Staff and Workflow Risk Management

Staff Health and Wellbeing

Staff monitoring, contact and tracing

Staff allocations, banks and workflow

Key Staff Contingency Planning

Emergency Recruitment

Staff morale and mental health

Risk Management in the Provision of Care to Clients

Pre-Visit Risk Management

Monitoring of Clients

Management of Suspected / Confirmed Cases

Client Care Delivery and Risk Controls

Infection Control and Prevention

Ensuring Best Practice

Audits and Checks

Complementary Resource Pack

- **Electronic Document Access Portal**
- **Electronic Portal for Updated Public Health Advisories**
- **Electronic Risk Register (prepopulated)**
- EMT Terms of Reference
- EMT Agenda and Minute templates
- EMT Electronic Action Tracking
- Covid-19 Co-ord Roles and Responsibilities
- Liaison Responsibilities – Client/Families/Staff/HSE / HSPC / HIQA
- Key Risks and Potential Controls
- Reputation, Risk and Regulation Checklist
- Emergency Preparedness Plan
- Suppliers Management Policy and Procedure
- Supply Monitoring Checklist
- PPE Policy and Procedure
- Sick Leave Policy and Procedure
- Staff Contact Record template
- Staff Leaflets
- Covid-19 Obs Tracking
- IPC Policies and Procedures update re Covid-19
 - Infection Prevention and Control
 - Education and Practice of Hand Hygiene Techniques
 - Use of Personal Protective Equipment
- IPC Audit Tool