



# Coronavirus Basic Training

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CV-19/3

# Background

In Dec 2019, an outbreak started in Wuhan in China, this outbreak later spread to countries around the world. This Virus spreads primarily through droplets generated when an infected person coughs or sneezes, or through droplets of saliva or discharge from the nose which can then also be passed by touch.

# What is the virus and how does it work?

This virus is a severe acute respiratory syndrome which leads to a disease called COVID-19, in basic terms the virus is simply genetic material and proteins surrounded by a protective fatty outer shell which connects to your epithelial cell (receptors), injects the genetic material and then gets the body to replicate it before releasing into the body and then turning own immune system against us. Most people make a full recovery however some cases can be critical or even fatal.

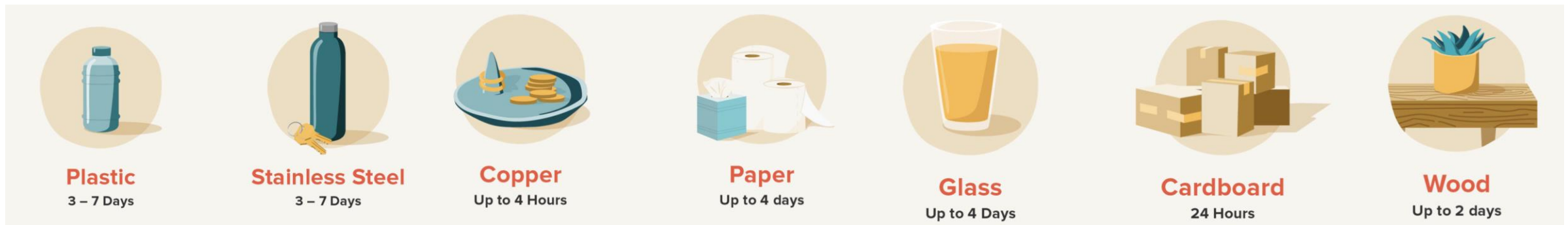
# Symptoms

Typical symptoms include fever, a cough that may progress to a severe pneumonia causing shortness of breath and breathing difficulties, loss of taste and smell.

Generally, a coronavirus can cause more severe symptoms in people with weakened immune systems, older people, and those with long term conditions like diabetes, cancer and chronic lung disease.

# Lifespan on surfaces

This virus can live on surfaces, the life span depends on the surface type as you can see below



Remember the virus can enter your body in a number of ways including through your mouth and eyes so do not touch your face

# Social Distancing

The spread of this disease could overwhelm health care services if too many people contract the virus at once, as there is no vaccine, so we must socially engineer our behaviour to act like a social vaccine. This simply means two things

Not getting infected

and

Not infecting others

Avoid all physical contact with others. If you have to handle cash etc then please follow the hygiene advice and ensure you wash or sanitise your hands

# Personal Hygiene

► The very best thing you can do is to wash your hands, soap is actually a powerful tool. The coronavirus is encased in what is basically a layer of fat so the soap breaks down this layer and destroys the virus and with mechanical motions of washing viruses are ripped away (also hand sanitiser can be used)

## Coronavirus

**Wash your hands with soap and water more often for 20 seconds**

Use a tissue to turn off the tap.  
Dry hands thoroughly.

  
HM Government





**1**  
Palm to palm



**2**  
The backs of hands



**3**  
In between the fingers



**4**  
The back of the fingers



**5**  
The thumbs



**6**  
The tips of the fingers

# All employees should

Please be aware of the following procedures that should be followed by all employees:

- ▶ Undertake regular personal hygiene procedures, using hot water and soap to wash hands.
- ▶ Hand sanitiser readily available and should be used regularly.
- ▶ Use of personal hand sanitiser should NOT replace good personal hygiene and operatives should continue to wash their hands where possible.
- ▶ Employees should limit physical contact, including shaking of hands.
- ▶ Consumption of food and drink should only be undertaken in designated areas and once thorough hygiene measures have been undertaken.
- ▶ Operatives should ensure good personal hygiene after using toilet facilities.
- ▶ Regularly wipe down workstations, vehicles interiors and general surfaces using appropriate wipes.



# Customer facing employees

Please be aware of the following procedures in place in place for customer facing employees:

- ▶ Undertake regular personal hygiene procedures, using hot water and soap to wash hands.
- ▶ Hand sanitiser readily available to customer facing employees and should be used regularly.
- ▶ If you are required to work in a customer's house / office, you should take your issued hand sanitiser with you and use regularly.
- ▶ Undertake personal risk assessment of the surroundings and the people you come into contact with. If any customers display symptoms or appear to have poor personal hygiene, operatives should cease work and contact their line manager.
- ▶ Use of personal hand sanitiser should NOT replace good personal hygiene and operatives should continue to wash their hands where possible.
- ▶ Employees should limit physical contact with customers, including shaking of hands.
- ▶ Employees should not accept any food or drink from customers / tenants
- ▶ Consumption of food and drink should only be undertaken in designated areas and once thorough hygiene measures have been undertaken.
- ▶ Operatives should ensure good personal hygiene after using toilet facilities.

# What to do if an employee becomes unwell and believe they have been exposed to COVID-19

- ▶ If someone becomes unwell in the workplace, the unwell person should be removed to an area which is at least 2 metres away from other people. If possible, find a room or area where they can be isolated behind a closed door, such as a staff office. If it is possible to open a window, do so for ventilation.
- ▶ The individual who is unwell should call NHS 111 from their mobile, or 999 if an emergency (if they are seriously ill or injured or their life is at risk) and outline their current symptoms.
- ▶ Whilst they wait for advice from NHS 111 or an ambulance to arrive, they should remain at least 2 metres from other people.
- ▶ They should avoid touching people, surfaces and objects and be advised to cover their mouth and nose with a disposable tissue when they cough or sneeze and put the tissue in a bag or pocket then throw the tissue in the bin. If they don't have any tissues available, they should cough and sneeze into the crook of their elbow.
- ▶ If they need to go to the bathroom whilst waiting for medical assistance, they should use a separate bathroom if available.
- ▶ Update your employer on any guidance you have received.

Thanks for your  
time

**Thanks for your time**

Thanks for taking the time to review this CV-19 basic training video if you have any questions please contact me via email

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