

**Emergency Procedures and Health and Safety**

Date effective: 02/02/24

Date review: 02/02/25

Version no: 1

Policy owner/author: Robyn Duffy

**Emergency Procedures:**

At Refine Beauty Aesthetics, we take the safety of our clients as one of the most important factors when carrying out non-surgical treatments. Robyn has experience working in surgical high dependency and the intensive care unit within Fife, looking after some of the sickest patients. This foundation of experience has ensured that Robyn has a base of knowledge already regarding emergency situations. Robyn also has the use of emergency medicines and monitoring including blood pressure, oxygen saturations, a stethoscope and temperature probe to assess the patient. Robyn has a yearly update for CPR training and has completed the relevant yearly updates on Turas relating to CPR, manual handling, fire safety, medicines administration, anaphylaxis and more. Refine Beauty Aesthetics will also have posters for clarification in the clinic demonstrating actions required during emergency situations. A mobile phone will also be present in the clinic for contacting emergency services should that be required. Robyn is also a member of the British Association of Cosmetic Nurses as well.

Robyn will use safety procedures by the Aesthetic Complications Expert Group (ACE) for sharps injury procedures, anaphylaxis, vascular occlusion, and emergency stock list kit that will be in an accessible folder in the clinic.

The health and social care standards provide five subsections relating to the care of clients and their health. The overarching themes are dignity and respect, compassion, be included, responsive care and support and wellbeing. These are values the clinic aims to achieve with every client. Robyn also follows the Nursing and Midwifery code of conduct to maintain safe, effective, and high standards of practice.

The following posters will be used in the clinic in line with government policy.



 



**Health and Safety:**

The health and safety of Refine Beauty’s clients is paramount, but Robyn’s own health and safety is also equally important. Refine Beauty Aesthetics will achieve this aim by:

* Ensuring there is an effective management system
* Providing adequate resources regarding all health and safety matters
* Using risk assessments to reduce or control the risk
* Ensuring Robyn is accountable and clear on responsibilities as a sole trader
* Ensuring the correct equipment is used and maintained
* Ensuring that any accidents, incidents or dangerous occurrences are fully investigated and any necessary corrective actions are implemented
* Ensuring that the clinic is safe and will not risk the health of Robyn, clients or others
* Ensuring that there is clear, effective communication in regards to health and safety
* Using audits, inspections and reviews to improve practice and performance

Responsibilities:

Robyn is a sole trader and practitioner at Refine Beauty Aesthetics. Robyn has full responsibilities for all health and safety matters and for completion of any aims or reporting’s required.

Risk Assessments:

Risk assessments will be completed by Robyn if required and will be maintained or reviewed every 12 months dependent on the severity of the risk. If something changes, this will be reviewed if before the 12 months.

Work Equipment:

All work equipment, whether electrical or not will be assessed by Robyn before use to determine it is suitable or not. Robyn will only use equipment that she is trained to use and will not misuse the equipment and/or remove items designed for safety. General inspection will be completed daily to ensure safety (eg. Client chair), but items like the fridge will be PAT tested based on manufacture and best practice guidelines to ensure it is safe to use. On a weekly basis the clinic will be thoroughly cleaned, with which Robyn will check over all equipment for any signs of wear and tear or deterioration. If there is a noticeable problem, Robyn will endeavour to repair or replace as soon as possible.

Personal Protective Equipment (PPE):

Appropriate PPE will be provided in the clinic as per best practice guidelines and infection control guidelines. Gloves, aprons, and face masks will be available for when they are required. Robyn will check daily stock levels of the PPE and replenish when required. Safe and accessible storage of the PPE is in place as well.

Hazardous Substances (COSHH):

Risk assessments will be completed before any hazardous substances are used in the clinic. This is a generalised risk assessment tool from the Control of Substances Hazardous to Health Regulations (COSHH) but whenever possible less offensive or harmful substances will be used. This will be kept in a folder with all other health and safety information.

The risk assessment will look at storage, handling, manner of use, exposure, PPE requirements, worker and client health and emergency procedures. This will be reviewed every 12 months or whenever there is a change (whichever is soonest).

In the clinic Clinell wipes are used wherever appropriate for cleaning. Should further disinfection be required, Actichlor shall be used. This is a hazardous substance and will be risk assessed and storage safely. An Actichlor bottle with the correct measurements for dilution is also used.

Training:

Robyn does health and safety training as part of her NHS role yearly and is aware of legislation and practices required.

Accidents, work-related ill health and first aid:

A first aid box will be kept in the clinic which Robyn is responsible for and is trained in using. There is also an emergency kit with the necessary supplies as well.

Any accidents that occur in the clinic that are work related will be reviewed and action taken if necessary to prevent in the future.

Refine Beauty Aesthetics has a responsibility towards any clients or visitors who may be affected by its work activities.

A fire risk assessment has been done and will be reviewed on a yearly basis. There is one escape route in the clinic with a fire exit sign displayed. A fire extinguisher is available and is in date. A smoke alarm has been inserted and tested weekly. All electrical equipment that requires PAT testing is done and electrical points are inspected visually each day.

Contingency Plan:

Should Robyn fall from ill health whether from work related or not, Robyn will only open when safe to do so. All clients booked will be contacted to rearrange their booked appointments. If Robyn is unable to continue to operate and the business was to cease trading, Robyn is still able to maintain a working wage through her NHS post as an ANP. Any equipment supplies or materials that is appropriate to be resold will be to help recuperate the costs and a social media post will be put out explaining the closure.