

Remember to keep checking the Government website for COVID-19 updates
<https://www.gov.uk/coronavirus>



Staff of the month
Harriet Samway



Opening Hours
Monday to Friday 8am to 5pm
Saturday 9am to 5pm
Sunday 10am to 2pm
Bank Holidays 10am to 4pm



NEWSLETTER

August 2021

Fancy earning an extra £30? Refer a friend to Careline and once they have complete their first shift, we will pay £30 directly into your bank account on pay day! Please call the office if you would like some more information.

PPE GUIDELINES HAVE NOT CHANGED!!!

Now is a good opportunity to confirm that even with the relaxation of COVID-19 restrictions the guidelines surrounding the provision and use of PPE in Health and Social Care settings have not changed.

All Careline staff are required to wear PPE when supporting clients – this comprises of sessional disposable fluid repellent masks, disposable aprons and disposable gloves. All staff are required to follow guidelines for agreed waste disposal in the setting.

Guide to donning and doffing standard Personal Protective Equipment (PPE)

for health and social care settings

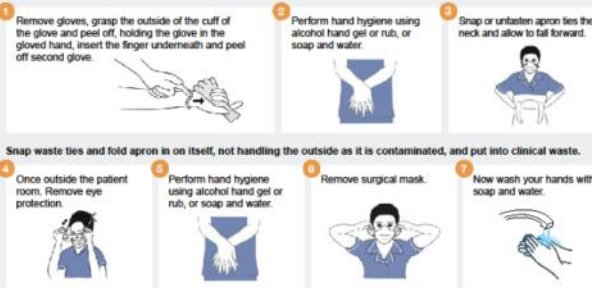
Donning or putting on PPE

Before putting on the PPE, perform hand hygiene. Use alcohol handrub or gel or soap and water. Make sure you are hydrated and are not wearing any jewellery, bracelets, watches or stoned rings.



Doffing or taking off PPE

Surgical masks are single session use, gloves and apron should be changed between patients.



It's still really important to carry on washing your hands!

Please don't forget that the key preventative measure to stop the spread of infection is to carry on washing your hands effectively; soap, water, 20 seconds and the correct handwashing techniques are all you need!

Keeping Us Informed

Please remember it is really important that you keep us up to date with your availability or any change to your contact details so that we can make sure you're kept in the loop and offered work!

We have a huge stock of PPE available at the office for all staff. Please give us a call if you want some - there's plenty to go round!!

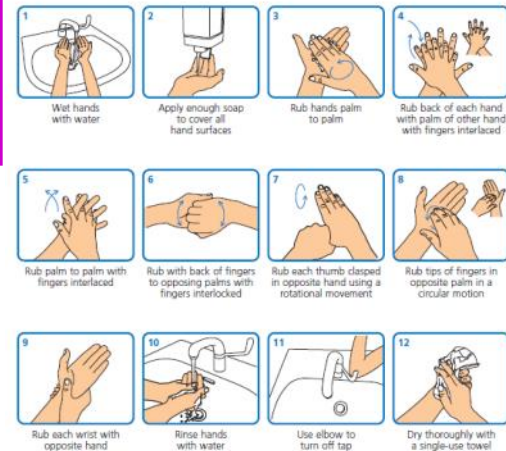
All timesheets should be submitted WEEKLY by Tuesday 12noon.

It is extremely important not to hold timesheets back and submit them in bulk. Any staff doing so are in danger of not being paid on time, therefore, please submit your timesheets weekly!

NEED A NEW POLO SHIRT?? GIVE US A CALL AT THE OFFICE!

Please make sure that if you are taking a weekly COVID-19 test you let the Careline office know the results so that we can keep this information for our records!

Hand-washing technique with soap and water



Social Media Alert!!



For up-to-date and useful information please check out Careline's social media feeds. Feel free to ping us a tweet or message - we'd love to hear from you! We can be found on Twitter, Facebook and Instagram so head on over and give us a like and a follow!

Did you know that you can self book shifts at services? Speak to the Manager on duty where you are working to see whether they have any shifts you can fulfil and then give the office a call to update us.

