



Clinically Extremely Vulnerable Staff returning to work – with effect from 2nd December

CEV employees that have been ‘shielding’ at home, who now need to work and cannot do so from home, will be able to return to work as long as their workplace is ‘COVID-19 secure’ and that the individual adopts strict social distancing rather than full shielding measures.

This checklist should be used as the basis for a telephone conversation with any staff member in this group in advance of their return to work, and a copy held on their Cascade record.

Manager’s checklist

Employee’s name		Employee number	
Manager’s name		Date	

You have been shielding and deemed clinically extremely vulnerable because you fall into at least one of these groups:

1. Solid organ transplant recipients.
2. People with specific cancers:
 - people with cancer who are undergoing active chemotherapy
 - people with lung cancer who are undergoing radical radiotherapy
 - people with cancers of the blood or bone marrow such as leukaemia, lymphoma or myeloma who are at any stage of treatment
 - people having immunotherapy or other continuing antibody treatments for cancer
 - people having other targeted cancer treatments which can affect the immune system, such as protein kinase inhibitors or PARP inhibitors
 - people who have had bone marrow or stem cell transplants in the last 6 months, or who are still taking immunosuppression drugs
3. People with severe respiratory conditions including all cystic fibrosis, severe asthma and severe chronic obstructive pulmonary disease (COPD).
4. People with rare diseases that significantly increase the risk of infections (such as severe combined immunodeficiency (SCID), homozygous sickle cell).
5. People on immunosuppression therapies sufficient to significantly increase risk of infection.
6. Women who are pregnant with significant heart disease, congenital or acquired.
7. Other people have also been classed as clinically extremely vulnerable, based on clinical judgement and an assessment of their needs. GPs and hospital clinicians have been provided with guidance to support these decisions.

If you think there are good clinical reasons why you should be added to the Shielded patients list, discuss your concerns with your GP or hospital clinician.





The relevant government guidance can be found at:

<https://www.gov.uk/government/publications/guidance-on-shielding-and-protecting-extremely-vulnerable-persons-from-covid-19/cev-from-2-dec>

This guidance offers additional advice to the clinically extremely vulnerable over and above the rules for the tiers, which apply to everyone.

If you or any member of your household, has any symptoms of Coronavirus COVID19, you must not return to the workplace until you have self-isolated for the required period

Is there any other known medical reason, why you cannot return to work?

If you are fit to return to work, wherever possible, you should work from home either in your current role or, if practicable, in an alternative role.

If you must leave home to come into work

You must observe strict social distancing and good hygiene practices

Pinnacle will do its utmost to place those returning from shielding into the safest available site roles

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| <ul style="list-style-type: none">• What is your work environment, please tick all that apply?<ul style="list-style-type: none">○ Depot / Yards○ Office○ Multiple site visits – e.g. blocks, schools, sheltered accommodation○ Visiting client premises e.g. meeting with client or potential clients○ Vehicle○ Storage areas○ Plant rooms○ Kitchens○ Open air○ Other – please give details |
| <ul style="list-style-type: none">• Have you seen the relevant site-specific risk assessment for your workplace, including the use of vehicles, and aware of all the controls put in place to make the premises COVID secure? |
| <ul style="list-style-type: none">• Have you seen the COVID19 related activity risk assessments and Toolbox Talks for the work you will carry out, and aware of all additional controls put in place? |



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| <ul style="list-style-type: none">• How do you travel to work? If using public transport, a face covering is mandatory |
| <ul style="list-style-type: none">• If using public transport, how long is your journey into work? |
| <ul style="list-style-type: none">• Can your working times be adjusted to avoid busy times on public transport? |
| <ul style="list-style-type: none">• Are you, your family or other household members anxious about you returning to work? If so, what are the concerns? |
| <ul style="list-style-type: none">• If you are uncomfortable returning from shielding to the workplace, would you take annual or unpaid leave? |
| <ul style="list-style-type: none">• If you have health concerns at work, do you know who to report them to? |
| <ul style="list-style-type: none">• Are there any other concerns you need to raise before returning to work? |



If you become ill with COVID symptoms, whilst at work, you must:

- Notify your manager
- Go home
- Notify your GP or medical professional for your condition
- Arrange for a COVID 19 test to be carried out (and advise your manager of the outcome)
- Observe all advice given and the required self-isolation period if the test is positive
- If negative, you may return to work, though as you have been shielding, you should consult with your GP or medical professional.
- If the test is positive, where possible, you will need to provide details of those you have been in contact with. NHS Test and Trace will notify any of your close contacts.
- Additionally, if you are notified by NHS Test and Trace that you have been in close contact with a positive case, you will need to self-isolate, and should consult with your GP or medical professional.

