

Current Access at The Docs
18/11/2021

Opening times: 7:45 for staff and 8am for patients Monday to Friday, excluding one Thursday afternoon a month when we close at 13:00pm for staff onsite training.

Closing times: 18:30 to patients and staff leave at 18:45. Extended hours on Monday 22:30pm

Staff Access: Staff who work directly for the Docs have a key to both doors. All staff employed by the Docs and those who have ARRS roles have access to the staff door (Mag Lock) via a Fob.

Our cleaning contractors have a master, front & side door key and Fob. They lock the building and internal doors for the night.

Staff who have both keys, alarm codes and FOB's can access the building at any time, but we can disable individual FOB access.

Between 7:45 – 19:00 we can have up to and above 20 staff members in the building.

Our side door is managed by a Mag lock and not locked whilst the building is occupied as this is our fire exit and as part of our protocol releases when the fire alarm is activated.

Patient Access: Patients can access the building from 8am through the front door. This door is able to be mag locked, set as open, or motion censored. At 8am motion sensors are turned on and the door is unlocked providing access to an airlock area at reception.

To gain further entry the patient must have a face to face appointment, and this must be evident on EMIS or through patient lists from midwives or Yorkshire scan.

Patients are asked to come on time for their appointments, not early or late.

On the ground floor, due to Covid, we have a 2 meter distance seating area that is suitable for 3 patients. These patients are required to wear face masks and are sent a Covid questionnaire before entering the building. The patients who are being seen on the ground floor remain in this waiting area.

On the ground floor, due to Covid, we have a 2 meter distance seating area that is suitable for 3 patients. Patients can access this floor via the stairs or the lift. There are 5 clinical rooms on the first floor.

A maximum of 6 patients are able to wait for an appointment inside the building.

A maximum of 7 patients may be in clinical/consulting rooms. Therefore, there should be a maximum of 13 patients in the building, beyond the airlock at any one time.

13d: We currently have some disabled parking at the side of our building and adjacent pay and display.
The front entrance has none touch sensor doors that leads to a ramp for wheelchair access.

13e: We currently have patient samples collected twice daily at 11am and 16:00pm. We have AHH vaccination deliveries as and

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when ordered. Williams medical supplies deliveries as and when ordered. Viking office supplies as and when ordered. These companies deliver to the main entrance and use the airlock entrance. I envisage no change with this.

Proposed access to the Docs

Basement: When the build is complete and with social distancing in place we will be able to support A small waiting space for 2/3 patients in the basement for those who are accessing the basement consulting room.

Ground Floor: Will remain the same 3 patients waiting 2 patients within the consulting rooms.

First floor: Will remain the same 3 patients. Patients can access this floor via the stairs or the lift. There are 5 clinical rooms on the first floor.

Second floor: 4 consulting rooms and space for 4 waiting patients.

So maximum 26 patients inside the building beyond the airlock whilst we continue to observe distancing between people.

