



Client Information sheet for assessments during the Covid-19 pandemic

In order to keep everyone safe during the pandemic we have needed to make changes to our usual assessment process. In order to help plan for your assessment, **please read the following points carefully:**

- To limit the number of people in reception, you will be escorted straight to your assessment room on arrival (via the toilet if necessary).
- We advise that you ask someone else to drive you to your assessment. However, they will not be able to accompany you on your assessment except in exceptional circumstances. They should wait in their car whilst you are on your assessment, although will be permitted to enter the building to use the toilet. They will only be allowed to wait in reception in exceptional circumstances. Please bring only **one** other person with you for your assessment.
- If you are likely to need someone to accompany you in your assessment room, please let us know.
- We will try to keep the assessment as short as possible and anticipate that it should last approximately 1.5 – 2 hours for fitness to drive assessments and 1.5 hours for adaptations assessments.
- **It is mandatory for you to wear a face mask whilst in the assessment vehicle.** If you have concerns about this, or are exempt from wearing a mask, please let us know as soon as possible.

PLEASE ALSO READ THE BACK OF THIS INFORMATION SHEET

Keeping you safe

- Please wear a face mask to enter the building, (unless you are exempt) You will be asked to apply hand sanitiser gel on arrival.
- Please wash your hands thoroughly with soap and hot water if you visit the toilets.
- Our assessment team will be wearing PPE during the assessment and you will also be required to wear a mask. We will provide disposable surgical masks and you will need to change your own mask for one of these for the duration of the driving part of the assessment.
- If you need to wear spectacles for driving, our Centre will provide you with anti-fog spray to use on your spectacles, to help avoid them misting up whilst wearing your face mask.
- If you have concerns regarding driving whilst wearing a mask, if you are currently driving, we suggest that you practice driving short distances wearing a mask in order to familiarise yourself.
- As we are required to ensure good ventilation, the windows in your assessment room and your assessment vehicle will be slightly open. Therefore we recommend that you consider this with your attire, especially in cold weather conditions.
- We clean the assessment room and car thoroughly between each assessment, along with all frequently touched surfaces. Disposable car seat covers will be used in the assessment vehicle.
- If we have any concerns regarding your health on the day of the assessment, we will end the assessment early and you may be given an opportunity to return to the centre when you feel better.
- The health of our staff is being monitored closely for symptoms of Covid and all our staff at our Centre are carrying out Covid testing twice a week.
- If you show any symptoms of Covid-19 in the 7 days following your assessment, please let us know.