

APRIL ISSUE

Appraisals Extension

The yearly Appraisal is fast approaching and must be completed by 8th May 2020. (Note the extension) Please ensure you update the matrix with the appraisal information and managers to scan their office staff appraisals to HR by 15th of May 2020.

Coronavirus

JCM Groups is keeping fully abreast of developments relating to the continued spread of Coronavirus (COVID-19) across the UK and Ireland. We are routinely monitoring developments, reviewing our protocols, and preparing appropriate responses as the situation evolves. JCM Groups is committed to ensuring all steps are taken to protect the health and wellbeing of all our staff and Service users.

Just as we have done previously in preparation for and during virus outbreaks, JCM Groups continues to work closely with Health Authorities, UKHCA/Scottish Care and Care Regulators in order to protect colleagues and customers and maintain service delivery. Every JCM branch is keeping their Business Continuity Plans under review in preparation for a possible escalation of the outbreak.

Self-Isolation

Is staying at home and avoiding contact with other people. An Employee with symptoms and in contact with COVID-19 infected person, employee must isolate for:

- Employee 7 days
- Symptoms from those in the household 14 days
- Stay at home and practice social distancing

Social Distancing

Also known as physical distancing means keeping space between yourself and other people outside of your home. Stay at list 6 feet (2 meters) from other people. Do not gather in groups. Stay out of crowded places, all staff should maintain social distancing.

Shielding

Shielding is a method to protect people who are clinically and extremely vulnerable, by minimizing all interaction between them and others. This includes: - Serious underlying health conditions which put them at very high risk of severe illness of COVID-19 (gov.uk) Pregnant Women and Age 70 over

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EDITORIAL

Its been three weeks since the lockdown because the coronavirus pandemic. JC Michael Groups wants to thank all our carers who are our heroes out there for a tremendous work and continuing service to the community. We appreciate you all and we know that this too shall pass soon.

May I encourage you to continue to keep safe, observing all hygiene, wearing PPE and social distancing as the government directed.

Thank you for all your hard work.

PUBLIC HEALTH FLYER

• HERO HABITS •

PROTECT US.



WASH YOUR HANDS

Wash your hands with soap & running water when hands are visibly dirty, after coughing or sneezing, when caring for the sick, before & after eating and after toilet use.



USE HAND SANITISER

If your hands are not visibly dirty, frequently clean them by using alcohol based hand rub or soap and water



COVER MOUTH & NOSE

When coughing and sneezing cover mouth and nose with flexed elbow or tissue. Throw tissue into closed bin immediately after use.



STAY HEALTHY

Avoid touching your nose, eyes and mouth with unwashed hands.



PROTECT YOU & OTHERS

Avoid others who are sick and stay at home if you are sick



SEEK MEDICAL CARE EARLY

If you have fever, cough and difficulty breathing seek medical care early.

