

PANDEMIC INFLUENZA BUSINESS CONTINUITY PLAN FOR DENTAL PRACTICES

**Dentist responsible for update, maintenance
and implementation of this plan**

Name: _____

DS Number: _____

Address of Dental Practice: _____

Contact email address: _____

Contact mobile number: _____

Please return to Evelyn Curry by Friday, 2 October 2009

at

FPSU

Gransha Park House

15, Gransha Park

Clooney Road

LONDONDERRY

BT47 6FN

Fax: 02871 864335

Email: evelyn.curry@hscni.net

During a pandemic dental practices should maintain a “business as normal” approach to providing patient care for as long as is practicable.

The progression of a pandemic however has the potential to affect the provision of dental services in a number of different ways.

In order to maintain as much service as possible to the public the Health and Social Care Board are asking all dental practices to complete fully the following business continuity plan template.

It is a requirement to fully complete this to the satisfaction of the Health and Social Care Board in order to be eligible for any compensatory payments that may be made available.

This document should be completed in line with the guidance documents on Pandemic Influenza from the DHSSPS.

[Pandemic influenza](#) –Guidance Primary Care Dental Staff September 2009 and

[Pandemic influenza](#) - Guidance on the delivery of and contract arrangements for primary care dentistry. September 2009

All plans should be returned by Friday, 2 October 2009

TO:

**Evelyn Curry
FPSU
Gransha Park House
15, Gransha Park
Clooney Road
Londonderry
BT47 6FN**

**Fax 02871 864335
Email: evelyn.curry@hscni.net**

Please complete the following FULLY

1 Practice information

- Number of dentists normally working in the practice
- Number of other staff normally working in the practice
- Number of Health Service patients normally seen per day in the practice

2 Patient management

- The practice will follow the guidance sent from the DHSSPS “Pandemic influenza, guidance for Primary Care Dental Staff” September 2009

Yes No

- In the event of the practice having to close arrangements will need to be put in place for registered patients of that practice who are non symptomatic regarding pandemic flu and who are experiencing an urgent dental problem. This may involve arrangements with other dental surgeries.

Please specify these arrangements

- The practice has put in place a plan as to how patients might be informed of special arrangements e.g. closure, arrangements for patients with symptoms

Please specify these arrangements

2 Education and training

- The practice will develop, update and regularly review the business continuity plan.

Yes No

- The practice will have in place procedures to ensure that all staff have sight of relevant information concerning the management of patients and the practice environment during a pandemic

Please specify

3 Infection Control

- The practice will have a process to ensure that infection control procedures and guidelines and enhanced cleaning arrangements are followed by all staff

Please specify

- The practice will ensure that there is a process in place to ensure the appropriate use of Personal Protective Equipment (PPE), as per DHSSPS guidance (for non symptomatic patients), and all staff have been trained in its use

Please specify

4 Stock Control

- The practice has considered how to ensure adequate stocks are available without stockpiling

Please Specify

DECLARATION

I have read and understood all guidance and documentation from the DHSSPS and HSCB in relation to pandemic flu and undertake to implement the contents of the documentation.

Signed _____

DS number _____

Date _____

Please print name _____