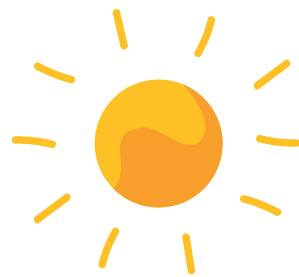


# HEATWAVE CHECKLIST



Find below considerations that you as a care provider should be taking in relation to an extreme heat weather warning.

Management Considerations	Yes	No	Needs Action
Do you know which clients are most at risk from heat exhaustion and is this documented and available to all staff?	<input type="checkbox"/>	<input type="checkbox"/>	
Do you have a robust Heatwave Policy and subsequent procedures in place?	<input type="checkbox"/>	<input type="checkbox"/>	
Are all staff up aware of the organisations Heatwave Policy?	<input type="checkbox"/>	<input type="checkbox"/>	
Are staff trained in the signs and effects of heat stroke and heat exhaustion?	<input type="checkbox"/>	<input type="checkbox"/>	
Do you have sufficient staffing levels are in place?	<input type="checkbox"/>	<input type="checkbox"/>	

Client Care	Yes	No	Needs Action
Do you know which clients are most at risk from heat exhaustion and is this documented and available to all staff?	<input type="checkbox"/>	<input type="checkbox"/>	
Are there any changes to clients' treatments or medication that need to be implemented? Have their GP's been contacted or notified?	<input type="checkbox"/>	<input type="checkbox"/>	
Have you made staff aware of signs to changes in behaviour and what to look out for?	<input type="checkbox"/>	<input type="checkbox"/>	
Has clients personal care been taken into consideration? <ul style="list-style-type: none"> <li>• Keeping hydrated, monitoring fluid intake</li> <li>• Keeping cool, wearing loose-fitting garments</li> <li>• Keeping clean, regular bathing if problems with perspiration.</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	

Environmental Factors	Yes	No	Needs Action
Are you regularly monitoring indoor temperatures?	<input type="checkbox"/>	<input type="checkbox"/>	
Do you have thermometers in place?	<input type="checkbox"/>	<input type="checkbox"/>	
Are areas well ventilated?	<input type="checkbox"/>	<input type="checkbox"/>	
Can windows that are in direct sunlight be shaded to cool rooms down?	<input type="checkbox"/>	<input type="checkbox"/>	
Is the central heating system turned off?	<input type="checkbox"/>	<input type="checkbox"/>	
Can clients access fresh water easily?	<input type="checkbox"/>	<input type="checkbox"/>	
Do you have pat tested fans and/or portable air conditioning units in place? <b>Remember to use in line with Hertfordshire County Council Portable Fans guidance*</b>	<input type="checkbox"/>	<input type="checkbox"/>	

