



Dear Colleagues

On 4 June 2020, the WHO reported 6 416 828 confirmed cases of the COVID-19 pandemic in the world. Locally in South Africa, on 3 June 2020, the Department of Health reported 37 525 confirmed cases, and in the Eastern Cape 4 526 cases. Therefore, as the third Province with the highest number of confirmed cases in the country, the Infection and Prevention Control measures need to be strengthened.

You are therefore informed of the applicable Protocols to be followed when visiting the Clinic for any form of Consultation required as contained in the attachment. The objective of the Protocol is to minimise the occupational spread of COVID19 at the CDC and the Wellness Centre to ensure sustainable business continuity.

Please, adhere to the Protocol when visiting the Wellness Centre as you will not be serviced efficiently if you are non-adherent.

Let us continue to keep safe, and courageous with the full belief that we have the power and resolve to defeat the sting of this virus.

For more information on CDC's Protocols on COVID-19, please visit COVID-19 Online Portal: <http://www.coega.co.za/DocumentList.aspx?cmd=browse&objID=80&catID=2065>. We welcome your suggestion on the CDC's anonymous online suggestion box: <http://intranet/Electronicsuggestionbox.asp>.

Kind regards,

**COVID-19 Task team**

CDC WELLNESS CENTRE  
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CDC Wellness Centre Protocol to combat the spread of COVID-19

The first suspected case of SARS-Cov-2, COVID-19 was reported in the Wuhan Province of China on the 08/12/2019. Since then, COVID-19 has spread globally at an increasing rate. We now have confirmed local transmission of COVID-19 spread on all the 9 provinces of our country, South Africa

This protocol seeks to minimize, as much as possible, occupational spread of COVID-19 at the CDC Wellness Centre. The following communication applies to all CDC employees, CDC Contractors, CDC Tenants/Investors and anyone else that wishes to visit the CDC Wellness Centre.

The following rules shall be adhered to by anyone visiting the CDC Wellness Centre:

1. All patients visiting the CDC Wellness Centre must book an appointment before coming to the CDC Wellness Centre. No one must visit the CDC Wellness Centre without an appointment except for emergency medical reasons.
2. No one must visit the CDC Wellness Centre for any other reason except for medical assistance. Anyone with an administrative query should avoid visiting the CDC Wellness Centre and rather contact the CDC Wellness Centre via telephone and/or email. Visitors to the CDC Wellness Centre, other than patients will only be allowed under exceptional circumstances, after pre-arrangement.
3. All visitors of the CDC Wellness Centre will be subjected to a brief questionnaire at the CDC Wellness Centre gate before they can be allowed to enter the CDC Wellness Centre. The questionnaire will screen every visitor for COVID-19.
4. All visitors of the CDC Wellness Centre will have their body temperatures tested by means of a non-contact handheld thermometer. All visitors with a temperature of 37, 5 °C or more shall be advised at the gate to use a separate entrance.
5. No one shall enter the CDC Premises without wearing a mask covering their nose and mouth. A surgical grade mask is preferable, however, no one wearing a cloth mask will be turned away. A patient that is not wearing a mask will only be assisted at the CDC Wellness Centre if he or she presents with a medical emergency.
6. Only a maximum of 5 visitors will be allowed at a time at the CDC Wellness Centre. Bookings will be done accordingly to accommodate this number of patients.
7. At the gate of the CDC Wellness Centre, someone will be available to sanitize the hands of all visitors of the CDC Wellness Centre with a sanitizer containing at least 60% alcohol. No one may enter the CDC Wellness Centre without their hands being sanitized at the entrance door. Should a visitor be allergic to alcohol containing sanitizer, the visitor should inform the CDC Wellness Centre personnel sanitizing hands at the gate. An alternate arrangement will be made, where the visitor will be asked to wash their hands with water and soap for 30 seconds.



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8. Please practice social distancing at the CDC Wellness Centre and maintain a distance of 2 meters in-between other visitors of the CDC Wellness Centre.

Definition of Medical Emergency: 'The sudden and, at the time, unexpected onset of a health condition that requires immediate medical or surgical treatment, where failure to provide medical or surgical treatment would result in serious impairment to bodily functions or serious dysfunction of a bodily organ or part, or would place the person's life in serious jeopardy'. Medical Schemes Act 1998 (Act No. 131 of 1998)

#### Patients that are suspected to be suffering from COVID-19

Patients suspected to be suffering from COVID-19 may be referred to the CDC Wellness Centre for assessment, investigation and/ or management. All these patients should either phone or email the CDC Wellness Centre for a booking and will be notified on the proper procedure to be followed when visiting the CDC Wellness Centre and when (Date and time) they may come to the CDC Wellness Centre. Patients suspected to be suffering from COVID-19 are strongly discouraged from visiting the CDC Wellness Centre without pre-booking an appointment. This is done in the interest of public health.

#### Some advice for all visitors of the CDC Wellness Centre

Given the absence of specific treatment for COVID-19 behaviour change is the most powerful weapon we have to beat this disease. The following advice applies to all visitors of the CDC Wellness Centre:

1. Please practice hand hygiene with a hand sanitizer containing at least 60% ethanol or 70% isopropanol. If this hand sanitizer is not available or may not be used for medical reasons, please wash your hands with soap and water for 30 seconds. South Africa is a water scarce country, please do use water sparingly.
2. Always wear a mask that covers your nose and mouth whenever in public. This is done to protect you from other sick people that may carry the COVID-19 virus. Wearing a mask may also protect other people from you when you are sick.
3. Please practice good cough etiquette. Please cover your mouth nose with a flexed elbow or tissue whenever you sneeze or cough.
4. Please keep a distance of 2 meters away from everyone (Social distancing).
5. Please avoid touching your nose, mouth or eyes with your hands.

Contact Details: CDC WELLNESS CENTRE RECEPTION: 041 404 7400

CDC WELLNESS CENTRE BOOKINGS: 041 404 7336

Stay safe, together we can beat COVID-19.



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Date 11/05/2020

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CDC SHE Project Manager



Date 11/05/2020