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# Making decisions about face-to-face engagement

Template for local Healthwatch

# About

The Government has eased several COVID-19 restrictions from 21 July 2021.

However, the country will still face the risk of rising transmission rates and localised outbreaks of COVID-19. Both of which could present a danger to the public, especially those who are unvaccinated.

As local Healthwatch restarts face-to-face engagement, this template aims to highlight the issues you should consider when deciding to undertake any face-to-face activity.

# Decision-making template

Use this template to help you make decisions about face-to-face engagement

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| Question | Answer |
| Dates of planned engagement |  |
| Where will engagement be conducted? |  |
| What is the purpose of the engagement activity?  |  |
| Which specific communities are you hoping to reach?  |  |
| Have you carried out an equality impact assessment? (please attach).  |  |
| Have you assured yourself that you are not acting against government guidance or regulations on COVID-19?.  |  |
| Have you checked your insurance coverage? |  |
| Why does this engagement need to happen now? |  |
| Which method of engagement do you plan to use (e.g. face to face, remote or blended)? |  |
| Which stakeholders have been consulted?  |  |
| What are the limitations of the engagement method planned?  |  |
| Who will carry out the engagement and how will they travel?  |  |
| Has a health and safety risk assessment been carried out? (please attach) |  |
| What measures are in place to support COVID-19 secure engagement (e.g. training, equipment).  |  |
| Why do the benefits of this activity outweigh the risks? |  |
| Approval |  |
| Date of approval  |  | **Approved by:** |  |