

# Home Based Massage Biz

## Home Clinic Health Check

		Yes	No
Do you have the following documents on display in your clinic?	Qualifications		
	Association membership		
	Business registration		
	• Code of practice for unregistered health practitioner		
	• Infection control Policy and Procedure		
	• Privacy Policy and Procedure		
	• Cancellation Policy and Procedure		
	• How to make a complaint?		
Are there suitable hand washing facilities available for the therapists?			
Are all client records stored in a lockable file cabinet			
Are all electronic devices that may have client information password protected?			
Is all electrical equipment tested and tagged?			
Are there adequate fire suppression equipment			
Are there legible, accessible and current emergency evacuation procedures?			
Is linen stored free from dust and airborne contaminants			
Is there a receptacle (with a lid) for soiled linen			
Is the antibacterial wipes available to wipe down all surfaces between clients?			
Is there an appropriate first aid box available?			
Are there latex free gloves available?			
Is there a separate space for administration and payment processing?			
Is there a chair for client support when dressing and undressing?			
Closable door on clinic room			
Appropriate floor coverings for the nature of the clinical service to be delivered			
Tissues			
Appropriate containers for massage mediums			
Toilet facilities must be clean and tidy at all times			
No medication must be accessible in the bathroom facility (lockable cabinet or removed)			
Are official receipts written for all monies received?			
Are all monies received stored in a secure manner?			

\*this document has been developed in conjunction with the Massage and Myotherapy Australia Position Statement on Clinical Settings available at <https://massagemyotherapy.com.au/wp-content/uploads/Clinical-Settings-Position-Statement-March-2017.pdf>



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