



## **I. Preparing for your visit**

Your safety is of utmost importance. Please read these office policies to understand your role in promoting a safe environment for us and others in our community.

- If you have any symptoms, such as a cough or fever, please reschedule.
- If a family member or a contact has these symptoms now or in the last 14 days, please reschedule.
- Please arrive on time, not early, to avoid use of the waiting room.
- Please wear a mask.
- Please do not bring people with you unless we have made prior arrangements.
- When you arrive please go into the open treatment room and wash your hands with soap and water. I'll meet you there.

## **II. Clinic Preparations**

Our office is following state and local directives and follows the CDC infection control guidelines to prevent the spread of the COVID-19 virus. Our practitioners are symptom-free and, to the best of their knowledge, have not been exposed to the virus. However, since we are a place of public accommodation, we are employing universal safety controls.

Steps taken to prepare our clinic for your visit:

- Touchable items have been removed from the waiting room.
- Chairs are six feet apart.
- HEPA air filtration is in use.
- Hand sanitizer is accessible to patients.
- Patient visits have been reduced to eliminate overlap and use of the waiting room.
- Masks will be worn by the provider; proper hand washing used consistently.
- All surfaces, tables, face cradles, door handles are disinfected between every patient visit.
- All linens are washed after every patient and tables disinfected.
- Intakes have been shortened to reduce face to face time spent with patients.
- We may schedule a phone or video call for the intake portion of initial visits with new patients