

I welcome all of you back to my practice. I am reopening on a limited basis, initially seeing patients on my screened in back porch during the cooler hours of the day, and I have created a new space in the lower level of my home with a separate entrance.

In accordance with MD Health laws, and in order to maintain the health and safety of my patients and myself I have implemented the following policies for COVID-19 for my patients.

I have included current information from the CDC and the American acupuncture council on COVID-19, followed by my Policies and procedures. For updated information please contact the CDC website.

Basic information:

Transmission: the coronavirus is mainly spread through droplets or aerosols made when an infected person cough sneezes or talks and they land in the mouth nose eyes of people nearby or are inhaled. Current findings say that it may be possible to catch the virus if people touch a surface or object that has the virus on it and then touch their mouth nose or eyes, but this is not to be the main way the virus spreads.

Signs and symptoms can begin to the 14 days after exposure and can it include:

- *fever*
- *shortness of breath*
- *chills*
- *muscle pain*
- *headache*
- *sore throat*
- *loss of smell or taste*
- *digestive issues such as diarrhea.*

In order to prevent transmission of this virus we will be taking all possible precautions

Attached is a release form you will need to sign one time and by the return via email or Bring with you to your appointment. Additionally, you will be prescreened within 24 hours of each appointment and again the morning of.

Protocols I will follow-All patients will sign a new release form (attached)

- Screening of our patients before their appointments to determine if they may be at risk for COVID-19 infection
- I will wear a protective mask and face shield.
- Hand-washing or sanitizing will occur before and after contact with patient
- Treatment rooms with windows or a door will be ventilated between patients
- Treatment rooms without windows or a door will have air filter continuously running
- Regular use of a UV light sanitizer wand on porous and creviced surfaces
- Bedding will be changed between patients and table sanitized
- I will continually monitor my own health
- All rugs, wall hangings and other non-essential decorative items have been removed from treatment space, other surfaces will be sanitized between patients
*see detailed procedures below

Patient protocols

- ***If you have symptoms of COVID-19*** (fever, difficulty breathing, shortness of breath, fatigue, digestive issues, muscle pain, cough) - PLEASE cancel your appointment with me and see your Primary Care Provider
- ***Attached is a Covid-19 release form, please sign and email back or bring with you to your appointment***
- I will call to ask you screening questions the night prior to your appointment
- On the day of your appointment, you will be texted or emailed a prescreening form which you must sign, asking if any of your answers have changed since the call.
- ***MASKS MUST BE WORN BY PATIENTS. Patients can wear their own properly-fitting nose/mouth mask*** or acceptable face covering for in-office appointments (DIY masks are acceptable - as long as it seals the face). Masks must cover nose and mouth and not have any gaps.

- If you do not have a mask, or if you are receiving cosmetic acupuncture, one will be provided to you.
- In order to accommodate proper cleaning between patients, I will be limiting the number of patients I see to one patient every 2 hours, the only exception are family members who are living together.
- When you arrive, please stay in your car and text or call me (text preferred) I will let you know when your treatment room is ready for you; *I will ask screening questions one last time and I will come outside to escort you into the office. I will provide hand sanitizer and open door for you.*
- ***Please come alone to your appointment*** as my waiting area is closed. If this is not possible for you due to medical reasons – your driver may wait on the front porch swing or open (not screened in) area of back porch.
- Please ***try to not bring too much “stuff”*** with you inside – I will have non-fabric chairs for you to place any clothing, purses, keys, etc and they will be wiped down between each patient
- You will be asked to remove your shoes upon arrival
- If possible, please use the rest room prior to your appointment to limit the exposure inside my home. The rest room will be cleaned between each patient as necessary.
- Everyone entering the office must ***use hand sanitizer or wash their hands before and after treatment***
- **I now employ a no-contact check-out procedure** so all transactions can be handled electronically. You can pay via paypal, credit card or venmo before your appointment.

My Detailed Disinfectant Procedures

Treatment rooms – between each patient

- All surfaces patients may have touched wiped down
- All ahead of room wiped down, sprayed or sanitized with UV light including
 - Treatment tables
 - Face cradles
 - Floor underneath face cradles
 - Faucets/sink handles
 - Door handles/light switches
 - Chairs patient items were placed on
 - Leg Bolsters
 - PILLOWS-waterproof covers wipes: UV light wand
 - Use UV wand on other surfaces that cannot be sprayed – as necessary
 - Floors moped after each patient with disinfectant

- Sheets on Treatment Tables -
 - all linen removed including blankets after each patient
 - Linen placed in closed bag and laundered end of each day