

## COVID 19 POLICIES & PROCEDURES

### Sanitation / Cleaning

- All high volume areas and high touch surfaces will be disinfected between each visit and at the end of each working day using EPA recommended products.
- Floors will be mopped and rugs will be vacuumed at the end of each working day.
- All linens including sheets, pillow cases, blankets and towels used, will be placed in covered laundry bin in storage closet after each use. An additional plastic trash bag will be used in bin along with laundry bag to promote safe transport, and all linen will be laundered daily as per CDC guidelines.
- Massage table and vinyl pillow covers and all high touch surfaces in treatment room will be disinfected between each use.

### Procedures

- Only one person will be allowed in office at a time in addition to the clinician with the exception of one adult with client who is under 18 years of age or who has cognitive deficits as per state mandate.
- Wearing of facial covering / mask is required at all times even during treatment, although when in prone, a pillow case will be draped over face cradle therefore mask may be removed during face down work as deemed acceptable by NYS. Client will be required to replace facial covering or mask when face up. Clinician will offer disposable masks at door for those who enter without.
- Temperature will be taken in foyer before entering waiting area and verbal survey of symptoms / if tested / and any possible contact with anyone testing positive for Covid 19 within the past 14 days performed upon entry. Any yes responses to these questions or if temp is elevated, will require rescheduling of visit.
- Clinician will wash hands before and after each session.
- Clinician will use hand sanitizer at onset of treatment and anytime during treatment that clinician inadvertently touches any surface except for client, massage table or linens being used.
- Clinician will wear mask and protective eye glasses at all times during and protective clothing covering during treatment that can be disinfected between each visit.
- Clinician will offer to wear gloves and will utilize them during treatment upon client request.

### Client Responsibilities

- Client is expected to wait in car until clinician comes to door and allows entrance to office. There will be no waiting in waiting room allowed either upon early arrival or others waiting for client. Outside door to office will remain locked between clients until cleaning process is completed and client is allowed entry.
- Client is expected to wear facial covering or mask at all times even during treatment except when face down.
- Client is required to sign Covid 19 Waiver prior to initial treatment acknowledging treatment is at client's own risk and releasing this clinician from any liability regarding illness that may occur from contact in this office as social distancing is not possible during a massage.
- Client will be asked if they would like clinician to use gloves during their session and clinician will do so upon client request.
- Client to wash hands with soap and water prior to entering treatment room.
- Client is expected to use hand sanitizer prior to getting on massage table and again at end of session as exiting treatment room.
- All clients are highly urged to utilize credit /debit card (\$2 service fee waived until further notice) or check payment methods. Cash will still be accepted however correct change is required to minimize exchange of currency.