

# INFECTIOUS DISEASE PREVENTION & PROTECTION

## *What I Do to Protect You and Me*

**I utilize defensive standards that EXCEED infectious disease prevention and protection guidelines for outpatient doctor's offices. The goal is to drastically reduce large droplet diffusion and eradicate small droplets from the air and from surfaces. My goal is to protect you and me during this pandemic. In this interest we will plan to keep minimize our face-to-face time by having contact prior to your visit.**

- I see ONE patient at a time, working out of a single examination room without any office staff members.
- I have staggered my schedule so that I have a break between each patient giving me time to disinfect the treatment room.
- Please wait in your car until the time of your appointment. The waiting room is a common area that I cannot completely control. Please come unaccompanied if possible to avoid the need for people to stay in the waiting room.
- Kindly leave personal effects in your car if possible.
- Payment: If you are writing a check please complete it before entering the office. If you are paying by cash please have the exact amount. Paying by credit card will be done over the phone prior to your visit.
- I will be wearing a mask and face shield throughout the time we are together. You must wear a mask or face covering that completely covers your nose and mouth.
- Before you enter my office I will check your temperature; if you have a fever I will ask that you contact your primary care physician for evaluation. I will be checking my temperature daily and will not see patients if I develop a fever.
- My office is WELL VENTILATED, dramatically limiting the airborne spread of any virus. We know that when air can move freely, infection risk is significantly lower.
- I OPEN THE WINDOWS between each patient to provide fresh air and HIGH QUALITY ventilation.
- I have large windows that allow NATURAL SUNLIGHT to illuminate my office.
- Hard surfaces such as my treatment table, telephone, door handles, armrests of chairs, edges of doors, handles, etc. are wiped down or sprayed with DISINFECTANT between each patient.
- Computer components such as the keyboard, mouse, pens, etc. are disinfected with alcohol.
- I wash my hands for at least 20 seconds with soap and water before each patient encounter.
- Alcohol-based HAND DISINFECTANT is available for all patients.
- During the Osteopathic Treatment part of the office visit, I will minimize talking and ask that patients save any discussion until the end of the treatment process in order to limit airborne spread of particles.
- Future appointments will be handled over the phone rather than in the office.
- SURGICAL MASKS are available for EVERY patient. If a patient has any category of an upper respiratory infection they must wear a mask for the duration of the office visit.
- I wear NEW SURGICAL SCRUBS daily in the office and change into clean scrubs as needed during the day. I change into street clothes to go home.

*Richard F. Smith, DO*

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