



**THE INNER YOU**  
COUNSELING CENTER

## **Office Safety Precautions in Effect During the Pandemic**

*This office is taking the following precautions to protect our patients and help slow the spread of the coronavirus.*

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- Seating has been arranged for appropriate physical distancing.
- Office staff and clinicians wear masks when in commons areas.
- Office staff and clinicians maintain safe distancing.
- Restroom soap dispensers are maintained and everyone is encouraged to wash their hands.
- Hand sanitizer that contains at least 60% alcohol is available in common areas.
- We schedule appointments at specific intervals to minimize the number of people in the building.
- We ask all patients to wait in their cars or outside until they are contacted by their clinician office staff to come into the building for their scheduled appointment time.
- Credit card pads, pens and other areas that are commonly touched are thoroughly sanitized after each use.
- Physical contact is not permitted.
- Tissues and trash bins are easily accessed. Trash is disposed of on a frequent basis.
- Common areas are thoroughly disinfected throughout the day.