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

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

* Office seating in the waiting room and in therapy/testing rooms has been arranged for appropriate physical distancing.
* Masks are available at the front entrance.
* Masks are worn in session as per client preference. Dr. Ruth will wear a mask if preferred.
* My staff maintains 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 the therapy/testing rooms and the waiting room.
* We schedule appointments at specific intervals to minimize the number of people in the waiting room.
* Credit card pads, pens and other areas that are commonly touched are regularly and thoroughly sanitized.
* 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 at the end of each day.