

PREPARING TO OPEN YOUR PRACTICE.



Post COVID-19 operation tips for a safe reopening.

Getting ready to reopen can be exciting, but things have changed, and they will not be what they once were, at least for a while. Take this time to plan ahead to consider what should be in place before you reopen your practice. Here are a few tips.

WHAT TO EXPECT WHEN YOU RE-OPEN

- Anticipate a decline in normal operations and prepare to schedule your staff accordingly
- Set regular business hours. Consider adding an extra day on the weekend during the summer months
- Prepare your practice with Personal Protective Equipment (PPE) such as: Face Shields, Safety Glasses, Masks, Gloves, Hand Sanitizer, Plexi Glass for dispensary and possibly even N95 Masks, scrubs and thermometers to further protect yourself and staff

PROCEED WITH CAUTION

- Ensure that patients and people who may attend with patients are screened by telephone before an appointment is booked and are not given an appointment if they have symptoms related to COVID-19
- When scheduling, reduce the number of patients you see per hour
- Extend the time allotment for all patients to ensure ample time between them to clean, sanitize and prepare
- Mandate employees to stay home when ill with COVID-19 symptoms

COMMUNICATION

- People identified as symptomatic should be instructed to call COVID support line
- Ensure that staff are informed about physical distancing
- Post signs indicating COVID-19 physical distancing protocols, along with floor markings where service is provided, or lines are formed

THE WAITING ROOM

- Waiting room management strategies must be in place. Strategies should include waiting in car if possible, and physical distancing for those in waiting room. No more than 10 people may gather in common areas
- Magazine racks and toys are removed and play areas in waiting rooms are closed

SETTING UP YOUR PRACTICE

- Maintain a single point of entry
- Ensure that entry into the business, including line-ups, are regulated to prevent congestion and ensure that distancing is being followed
- Have hand sanitizer available at the entrance/exit for patient and staff use. Ensure that patients and people attending with patients sanitize their hands upon entry to facility
- Work/service areas are sanitized after each patient
- Washrooms frequently sanitized and a regime for increased business sanitization is in place
- Patients encouraged to wear masks when receiving services, where possible
- Cashless or no-contact payment should be used to the greatest extent possible

Note: These guidelines are suggested for reference purposes only and are not intended to supersede regulatory mandates or protocols. Please refer to your provincial authority websites for official regulations.

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