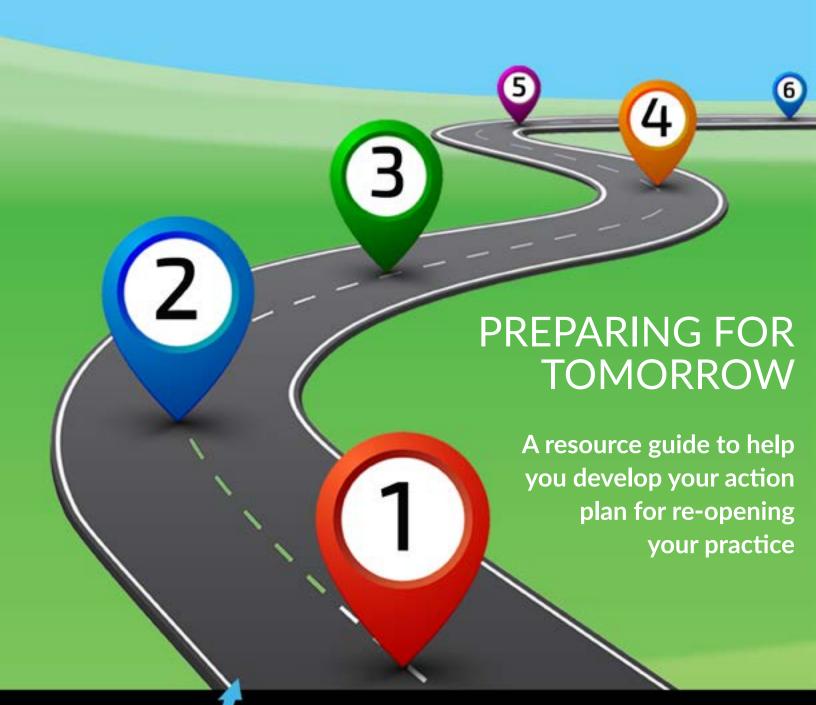
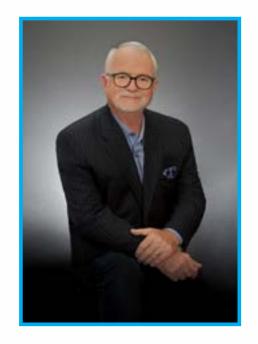
NEXT STEPS

A weekly, practical roadmap for getting back to business.





A Message From Our CEO



This is an unusual moment in time and in our industry. The entire team at GPN Technologies is here to support you and your practice. We hope you, your staff, and your families are doing well, staying safe, and maintaining a positive outlook during this challenging time.

We're so glad you decided to join us in these important live conversations about your next steps. It's our sincere hope that these sessions will be a valuable planning resource for you, as a professional who is thinking day-to-day about all the necessary tasks to reopen your practice.

C. Edward Buffington

CEO & PRESIDENT

WHAT YOU CAN EXPECT FROM EYETHRIVE BY GPN



PROFESSIONALISM

As an industry leader, we're working to bring you skilled speakers and meaningful content through our eyeTHRIVE community.



RELEVANCE

We do the research so you don't have to! Our goal is to provide you with worthwhile education that helps you elevate your practice performance.



TRUSTWORTHINESS

Our community is dependable. We promise to share content that is up-to-date, in-demand, helpful, and factual.







PREPARE YOUR OFFICE

Prepare for patients by implementing appropriate methods to protect your patients and staff.



RECONNECT WITH YOUR STAFF

Provide effective reassurance and emotional security for your team during working hours.



COMMUNICATE WITH YOUR PATIENTS

Develop and implement an effective, multi-channel communication stream to let patients know how you're protecting their health and safety in your practice.



DEVELOP YOUR SANITIZATION PROTOCOL

Create an effective, manageable protocol for cleanliness and sanitation, both between patient appointments and at the end of the day.



PRIORITIZE YOUR SCHEDULE

Modify your schedule to allow for new treatment modalities, including followup calls and telehealth sessions, while still meeting the needs of emergency patients.





Preparing Your Office

A checklist to get your office ready to re-open.

FACILITATE SOCIAL DISTANCING Adequate spacing between chairs in the waiting room and in other areas where patients may congregate, like the reception area or check-in counters. Consider visual markers on the floor to	Include "easy" options, like germicidal wipes and hand sanitizers.
indicate appropriate distances. PLACE SIGNAGE	Delegate a team member to be responsible for cleanliness in each specific area of the office.
Door and / or foyer signage letting people know your maximum capacity and other guidelines you have for keeping everyone safe.	
SETUP SANITIZATION STATIONS Place hand sanitizer dispensers at the entrance of your practice and around the building to promote	
mindfulness and make it easier for patients and staff to keep their hands germ-free.	DETERMINE YOUR NEW PATIENT CARE SCHEDULE Proactively determine how you need to run your
UPDATE YOUR WEBSITE Publicize any modifications to your regular hours on your website, what services you are currently providing, and how to obtain emergency service	responsive to patient needs and government guidelines.
SOURCE PPE Gather necessary PPE for you, your staff and your patients.	MODIFY YOUR APPOINTMENT SCHEDULER AND CONTACT YOUR RECALL VENDOR Work with your recall vendor and any automated scheduling tools to reflect changes in hours, operations, or availability. Revisit these two tools regularly as your
CONNECT WITH YOUR STAFF Keep staff up-to-date on procedural changes, sanitation recommendations, and other importate changes in protocols, duties, and expectations.	needs and plans will undoubtedly change in response to changing circumstances. Consider including language on
IDENTIFY YOUR TOUCH POINTS Be aware of touch points in your office and keep them meticulously clean. Set up a periodic routing to wipe them down regularly and designate responsibility within your staff for following through.	and the second s



good example of self-care and positive outlook.

Tools & Resources

Your guide to keeping your staff and patients safe

WHERE TO PURCHASE FACE MASKS

Get N95 masks for you and your team to ensure safety while working closely with patients.

https://ppesupplyhouse.com/

WHERE TO PURCHASE SPECTACLE MOUNTED FACE SHIELDS

When working with your patients during emergency and routine exams, give yourself and added layer of protection with this spectacle mounted face shield. Fits most eyeglasses.

https://www.rochesteroptical.com/face-shield/

STOP YOUR LENSES FROM MISTING WHILE WEARING A FACE MASK

You have to be able to see to do your job. Learn from the NIH what you can do to prevent your glasses from misting up while wearing your PPE.

https://www.ncbi.nlm.nih.gov/pmc/articles/PMC3293317/

HOW TO DECONTAMINATE YOUR N95 MASK

N95 masks are hard to come by. Learn the CDC's recommendation for decontamination and reuse of filtering facepiece respirators.

https://www.cdc.gov/coronavirus/2019-ncov/hcp/ppe-strategy/decontamination-reuse-respirators.html

WHERE TO PURCHASE HAND SANITIZATION DISPENSERS

Start the sanitization process at your front door! Purchase an automatic hand sanitizer dispenser to have patients disinfect their hands upon arrival and throughout their visit.

www.cintas.com

*The above tools & resources links are being provided as a convenience and for informational purposes only; they do not constitute an endorsement or an approval by GPN of any of the products, services or opinions of the corporation or organization or individual.



Your guide to keeping your staff and patients safe

INSTALLING PLEXIGLASS

Go to your local hardware store to purchase plexiglass sheets. Bring the measurements for your reception windows to them so they can cut the plexiglass accordingly. Here you can also purchase aluminum angles, flat head screws, small screw fasteners and nuts. The aluminum angles will need to be mounted to the wall with the flat head screws. The plexiglass can be attached to the angles with the small screw fasteners and nuts.

https://www.acehardware.com/

COVID-19: WHAT EMPLOYEES NEED FROM LEADERS RIGHT NOW

Your team needs a leader. Check out this article to learn how you can provide a path to move forward. https://www.gallup.com/workplace/297497/covid-employees-need-leaders-right.aspx

IN THE ERA OF COVID-19, LEADING IS A PRIVILEGE

"This era will define our leadership for years to come." Learn how to establish clear communication with your team and put people before profits.

https://www.prweek.com/article/1679529/era-covid-19-leading-privilege

COVID-19 Questionaire

Download Now



Emergency Services Letter

Download Now



COVID-19
Note to Patient

Download Now



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