

## **Soho Acupuncture By Jen Becker** **Safety Procedures**

**Important:** 24 hrs Prior to each of your appointments you will receive a Mandatory Covid19 screening survey and consent form via email. Based on your answers you will either be approved to come in or we will need to reschedule your appointment.

**Upon Arrival To Office: Please arrive with a face mask. We are a medical office, face masks are required to be worn at all times.**

**\*\*Our practitioners are fully vaccinated for covid-19 and are up to date with booster shots.\*\***

### **Office Safety Protocols**

- Sanitizing of all used surfaces before and after each Patient.
- All sheets/pillowcases/blankets/towels are disposable and will be disposed of after each patient. Best to wear loose comfortable clothing. (pants that roll up past your knees and a shirt that rolls up past your elbows)
- Contact-free payments via our secure Jane scheduling system. We will collect your credit card info and it will be stored in our secure system for future appointments, herbs and products that are purchased in the office.
- Air purifiers in each room to ensure maximum safety in air Quality.
- Face Masks to be worn at all times in the office
- Patients must complete a covid survey/screening before each appointment.
- Practitioners vaccinated and boosted or covid-19.

### **636 Broadway Building Safety Protocols.**

- Disinfecting all common areas multiple times a day: (lobbies, elevators, restrooms and stairwells) Air purifiers in lobby, hand sanitizer in the lobby.
- Posting signs to promote social distancing.
- Posting signs to direct foot traffic for building entrances.

- Training building staff on social distancing, hand hygiene and PPE. Requiring all people to follow social distancing protocols and wear face masks in common spaces: lobbies, elevators, hallways and restrooms.
- Pre-screen 636 employee's health conditions prior to them traveling to work.
- Implement staggered shifts.
- Implement 6 feet social distancing rules in the lobbies and stairwells.
- Face masks required in all common areas
- Post signage to promote the safe work practices and personal hygiene
- Implement an extensive cleaning and disinfecting program
- Implement 50% capacity in the elevators (no more than 5 people)
- Implement Random temperature checks

**Thank you for taking the time to read our new safety guidelines. The safety of our patients and staff is of the utmost importance to us. Please email [jen@jenbeckeracupuncture](mailto:jen@jenbeckeracupuncture) if you have any questions.**