



### NEW Office Protocols

**Visitor Policy:** To limit office traffic and adhere to physical distancing guidelines- patients only. No visitors.

**Infection Prevention Precautions:** AOHNS is adhering to the CDC guidelines of cleaning and sanitizing all patient waiting rooms, exam rooms, audiology booths and all other care areas. Waiting room magazines and books have been removed for infection prevention as well.

**Waiting Room Policy:** In order to adhere to physical distancing CDC guidelines, the waiting room use will be limited. Depending on patient volume, patients may be asked to check-in and wait in their cars.

**Screening:** We will be screening all patients when they arrive in the office at the elevator doors. Questions regarding fever, cough, shortness of breath and fever will be asked before entering the office. If the screening is positive, you will be asked to reschedule your appointment.

**Face Mask Precautions:** Face masks are required for entrance into our office (over age 2).

**AOHNS WILL NOT PROVIDE A FACE MASK** for the patient. **IT IS THE PATIENT'S RESPONSIBILITY-** otherwise the patient will be asked to reschedule the appointment.

**PPE (PERSONAL PROTECTIVE EQUIPMENT):** PPE for staff will be in use at levels recommended by the CDC.

**Physical Distancing:** ALL patients, staff and visitors will strictly adhere to physical distancing guidelines of 6 feet apart whenever possible. You will notice the waiting room chairs have been adjusted for this measure as well.

**AOHNS is still here for you! Safer and more secure than ever before.**