

22 June 2020

Dear Client and Family

We hope you and your family is keeping safe and healthy during this ever-changing time. The Mc Occupational Therapy staff is doing their best to limit the spread of COVID 19. We would like to share some of our guidelines with you.

A. General Prevention measures for all staff and clients that enter the premises

The following preventative measures will be followed at our workplace:

- Frequent hand washing and use of alcohol-based hand rub/sanitizers.
- Correct cough etiquette and respiratory hygiene.
- Social distancing. Keeping a distance of 1.5- 2 meters when in contact with other people.
- Not touching your face unnecessary

B. Our staff is taking the following measures to protect you during COVID19:

- All staff members who are actively working in the practice or doing home visits will wear facemasks and face shields at all times and sanitize them effectively after each day
- Material gowns will be used by staff and changed after each treatment session. This will be sanitized by staff on a daily basis
- Gloves are not compulsory and staff will assess the risk and need per patient
- All staff will sanitize their shoes before entering the practice and your home
- Staff members monitor their temperature as well as risk factors twice a day; they will also continue to monitor each client before each session. All of this will be documented.
- Staff will limit people in therapy sessions as well as in the practice space
- Table and equipment will be moved to ensure social distancing as far as possible
- All equipment, furniture and consumable will be sanitized before each session as well as after



C. To assist us in keeping the practice and your home COVID19 free, we ask that clients, caregivers and family members do the following:

- Please notify your therapist immediately should you experience any symptoms that may be an indication of COVID19- Fever, coughing, sore throat, redness of eyes and difficulty breathing.
- On arrival at the practice please wait in your car till your session time, and ask your driver or caregiver to wait in the car during your sessions. Please discuss with your therapist should you need your caregiver with you during sessions.
- Do not come into the office or practice when experiencing any symptoms, first discuss options with your therapist.
- All people entering the practice as well as join a therapy session is required to wear a mask at all times.
- Sanitize your wheelchair, walker or any other equipment before entering the practice and office
- On arrival at the rooms or at your home please sanitize and allow the therapist to complete a screen before your session
- Bring your own stationary should your therapy require writing or cutting
- Leave any unnecessary items in your car while receiving your therapy
- Dress warmly as we need to open windows and blinds to increase airflow in the building

Thank you for your continued understanding in this matter, and please contact any of our therapists should you have any questions.

Kind regards

Cindy Kaschula and Team