



COVID-Office Policies & Procedures

Due to the COVID-19 pandemic we have had to implement the following changes to our office protocol to ensure everyone's safety:

Client Health Screening: Health screening procedures are being implemented to reduce the likelihood of transmission of the virus. All clients will be required to complete a health screening questionnaire (i.e., questions related to symptoms, exposure and travel) prior to coming into the office.

Use of Masks or Cloth Face Coverings: All clinicians, clients, and parents are required to wear a face mask or other cloth covering that completely covers the nose and mouth, in all common areas of the building (e.g., waiting room, hallways).

Waiting Room: While a parent/caregiver must remain on the premises for the duration of your child's appointment, please feel free to wait in your car if that is more comfortable for you. Please do not plan to come early to your scheduled appointment, but instead wait in your car until your scheduled appointment time. Due to the importance of spacing clients out appropriately to avoid overlap and allow for sufficient time to clean it is imperative that clients arrive promptly to their appointments. If a parent/caregiver must come into the waiting room, a mask must be worn. No siblings will be allowed into the office at this time.



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Handwashing upon Arrival/Dismissal: Clients and parents will be asked to wash or sanitize their hands prior to entering the office as well as at the end of the session. Washing hands for 20 seconds with soap and water will help keep germs away.

Cleaning & Disinfecting Protocols: All equipment, toys, materials and treatment rooms as well as frequently touched surfaces will be cleaned and disinfected per CDC guidelines between appointment sessions and frequently throughout the day.

Sick Policy: A parent or caregiver should cancel the session, if the child or anyone in the immediate household develops any symptoms of COVID-19. A teletherapy appointment may be scheduled in place of an in-person session.

Clinician's Health: Clinicians are adhering to state and CDC guidelines, employing social distancing practices, wearing face masks, and monitoring health status on a daily basis.