

COVID 19 Safety Plan

Hamilton Orthotic Services

INTAKE AND RECEPTION

- 1 Prior to making appointments, all patients must receive an “over the phone” COVID 19 screening assessment and all patients will be asked to wear a mask during their clinic appointment.
- 2 Signs will be posted on the door entering the clinic informing patients to notify the front desk staff if they have been sick or instructed to isolate in the last two weeks.
- 3 Plexiglass will be installed at the reception desk. Social distancing signs will be posted in the reception area as well as on the door entering the clinic.
- 4 Upon arrival, if there is room, patients will be immediately placed in separate cubicles. If we have exceeded our “three patient” occupancy, patients will be asked to wait outside or in their cars.

SOCIAL DISTANCING

- 1 There will be social distancing signs posted in the reception area. The clinic can accommodate only three patients at any one time to allow for safe social distancing. For Dr. Postowski there will be only one patient at a time allowed in her waiting room.
- 2 One immediate family member will be allowed in a cubicle for patients who are under 19 years of age or who have difficulty with communication.
- 3 To accommodate social distancing, appointments will be staggered and treatment times lengthened to allow for proper cleaning of cubicles after each patient:
 - Assessments will be 90 minutes and fitting appointments will be one hour. Therapists can use any free time between patients for lab work. Physiotherapy appointments will be one half hour, if two treatment beds are available, and one hour if only one bed is available. There will be a half hour break between two consecutive half our physiotherapy appointments.

INFECTION CONTROL

- 1 All patients will be required to sanitize their hands upon entering the clinic and after using the bathroom. Signs will be posted regarding proper hand washing practices.
- 2 All staff will be required to wear a mask when interacting with patients.
- 3 All staff must review the Ministry of Health's handout on proper donning and doffing of a mask. This requires washing of hands before and after touching a mask. This handout will be posted in the clinic.
- 4 Therapists must wash their hands before and after seeing patients.
- 5 Treatment cubicles must be cleaned and disinfected after every patient and pillow cases must be changed. All tools, pens, pencils, clipboards etc must be disinfected after every patient.
These infection control measures will be the responsibility of the treating therapist.
- 6 Cleaning of the front desk and reception area will be the responsibility of the front desk staff
- 7 The bathroom must be cleaned and disinfected at least three times a day.
- 8 When physiotherapy treatments are required near a patient's face, eye goggles will be worn.
- 9 Any staff member who is feeling un-well must stay home

John Hamilton –owner and Registered Physiotherapist

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