

**THIS MUST BE SIGNED AND RETURNED BEFORE YOUR CHILD CAN BE SEEN.**  
**PLEASE BRING THIS TO THEIR FIRST APPOINTMENT!!**

### **Practice Policies and Precautions During the COVID-19 Health Crisis**

During this challenging time, when people are concerned about health due to the COVID-19 coronavirus outbreak, everyone must make their own risk assessment before proceeding with services. We are providing the information below to detail precautions we are taking to help guide your decision-making, but no one can really provide a completely risk-free environment.

To minimize in person payment, we can bill the credit card we have on file or if you wish to pay by check you are welcome to do so.

For the time being, the waiting room and bathroom will be closed to clients, so we will meet your child at the front door when it is time for their appointment. Upon meeting your child at the door, the therapist will take your child's temperature with a no touch, sensor thermometer. We will then require that clients wash hands thoroughly and therapists will do the same. Hand sanitizer and hand washing will be available during the session if needed. It is strongly recommended that clients wash hands upon leaving. While we will try to provide hand sanitizer, the availability of this cannot be guaranteed, so please bring some with you, if you like, but there will be plenty of soap.

In addition to the regular weekly professional cleaning of the office, we will be using CDC approved disinfectant methods before, during and after each session, as well as commonly touched surfaces such as desks, door handles and toys.

It is imperative that you are on time for your appointment. If you are more than a few minutes late, you will not be seen. Please make sure your child has used a bathroom shortly before appointment. No food is permitted to be brought to therapy so if your child has a snack while waiting please ensure they are finished prior to appointment time.

We are opening slowly with only two speech therapists working at time with staggered appointments to limit exposure and adhere to social distancing guidelines. Clients will be encouraged to wear masks and we will have child friendly masks available as appropriate. Therapists will be wearing masks with a clear panel to allow mouth visibility as appropriate. Social distancing guidelines will be followed to every extent possible during sessions and as an added protection, each therapy room will have available a 3' x 2.5' plexiglass partition with a pass through, to allow for the exchange of therapy materials.

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It is critical to cancel an appointment if you or we have had any COVID-19 symptoms (such as dry cough, fever, shortness of breath, etc.) , have been in recent contact with a person diagnosed with COVID-19, or are otherwise sick. There will be no cancellation fee. In the case of exposure, we will wait at least 14 days before rescheduling. In the case of illness or a positive test for the virus, we will discuss what is needed, in terms of when it is safe to proceed, in consideration of current CDC guidelines.

For those in a group at high-risk for severe illness from COVID-19, or who have regular contact with someone in this group, currently defined as including but not limited to:

- those 65 years or older
- those who are immune compromised (cancer treatment, smoking, bone marrow or organ transplantation, immune deficiencies, poorly controlled HIV or AIDS, and prolonged use of corticosteroids and other immune weakening medications)
- people of all ages with underlying medical conditions, particularly if not well controlled, including chronic lung disease, moderate to severe asthma, serious heart conditions, severe obesity, diabetes, liver disease, chronic kidney disease undergoing dialysis

You are encouraged to delay services and obtain medical guidance from your physician. Your safety and well-being are our top priority.

**PRIVACY NOTICE:**

Please be aware that in the event that a therapist, any of our clients, office colleagues or visitor to the office are suspected of having COVID-19, the Health Department, CDC, or other officials may require disclosure of names and contact information. Normally, privacy rules prohibit disclosure of client information, but during outbreaks of illness where other people may be in danger, we may be obligated to provide this information to authorities to prevent community spread of disease. If you are uncomfortable with this possibility, we will have to cancel sessions until this COVID-19 outbreak has resolved.

I understand and agree to all the above notice and change in privacy procedures.

Patient Name: \_\_\_\_\_

Parent or Patient Signature: \_\_\_\_\_

Date: \_\_\_\_\_