P SYCHOTHERAPY & PASTORAL COUNSELING ASSOCIATES

2019 Galisteo Street, Suite M1A **.** Santa Fe, NM 87505

Dear Clients:

We at Psychotherapy and Pastoral Counseling Associates want to express our care and concern during this serious health crisis, COVID-19. We are trying our best to keep everyone as safe and healthy as possible and ensure your well-being.

To help ensure the wellbeing of all and that our office is kept clean we are implementing these changes:

1. Minimal use of the wait room. Please text so your therapist can collect you or come straight to your therapist’s office when you arrive.
2. If you are a parent or guardian and are not involved with the treatment session, please wait in your car.
3. Let your child know where you will be so he/she is not anxious about it.
4. We are asking all clients to wash their hands before sessions to minimize germs. We are careful to wipe down all toys and facilities frequently.
5. We offer tele-health services for those who are interested. Please contact your therapist for instructions.
6. If you are experiencing symptoms of COVID19 (fever, cough or shortness of breath) or have been around someone with COVID in the last 2 weeks, please do not enter the office.
7. Although we are keeping the office as clean as possible and are following guidelines to minimize contact with others, if you or anyone in the family are experiencing any symptoms you must let us know so we can take the necessary precautions.
8. In case you or your family members have symptoms of COVID19 you will not hold us responsible for the illness and release us from all liability due to the illness.
9. We will make every effort to support you in this unusual time and we appreciate your help!

I have read these statements and agree to follow these guidelines for in person therapy.

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Sign and date