

Dear CAFCA Family,

With the rising concerns about COVID-19, we understand that stress and anxiety are at an all-time high. CAFCA has been working diligently to develop plans to continue providing you with consistent, quality mental health care during this current disruption to normal schedules. At this time, our offices will remain open. The Academy on Main will remain open. We will also continue offering home visits and/or telehealth services as an option for individuals who need to stay home. Please contact your current treatment team to discuss these options. Unfortunately, we will be unable to have Character Quest at the present time.

Health and safety are always our top concern. We continue to clean and sanitize all areas of the office and enforce good hand washing and social distancing. We respectfully request that if you have had a fever in the last 24 hours, you call to reschedule your appointment or schedule via telehealth. You will be asked to complete a brief health screener when you enter the office and will also be given the option of waiting in your car for your therapist to call you rather than waiting in the waiting area.

What you can do to help:

- 1. Let us know at least 24 hours in advance that you cannot make your appointment if possible. This allows your clinician adequate notice to schedule someone else who may be waiting for an appointment or to work with you to set up telehealth.
- 2. Wash your hands often with soap and water for at least 20 seconds.
- 3. Avoid close contact with people who are sick.
- 4. Stay home if you are sick.
- 5. Avoid touching your face.
- 6. Cover all coughs and sneezes.
- 7. Eat healthy.
- 8. Get adequate sleep.
- 9. Exercise.
- 10. Take care of your mental health.

Please do not hesitate to contact our office with any questions or concerns.