



Delta Psychological & Neurobehavioral Services

June 22, 2020

To All Our Clients and others who visit our site:

Beginning July 1, 2020 we will be working to resume our work on site. We expect to be doing 75% of our work on the premises by the end of the month.

The protocol will be:

- All appointments will wait in the parking lot for their therapist to wave them in.
- Masks will be worn from the entry door all the way to the therapist's office. If a mask is forgotten, the therapist has the option to conduct the session outdoors. This will entirely be up to each therapist.
- Hand sanitizer will be stationed in the hallway.
- Everyone completes a screening questionnaire upon entry which is immediately reviewed by the therapist.

Additionally:

- Any interaction with the clerical staff will be distanced.
Payments: Client will read off their credit card number to be manually entered by staff.
Appointments: Appointment cards will be stocked at the half door for client to complete themselves.

We will try to do as much of our paperwork at the Initial Contact by scan/fax/email. If there does need to be an exchange of any paperwork staff will be gloved to take the paperwork at the window.

Our intention is to make this environment as low risk as possible. Please let us know if there are any other ideas to explore.

Thank you,

The Staff at Delta Psychological & Neurobehavioral Services

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