

## To keep us all SAFE

## New procedures for using our office during COVID-19

Please be patient as there is only 1 person inside doing everything

- To let us know you are here for your appointment TEXT your name to 847-713-0606. Wait in the car until you receive a text to come into the office.
   You will be taken directly to a treatment room
- Please wear a mask when entering the office
- Use hand sanitizer or wash your hands first thing
- Please minimize the things you bring into the office (no handbags, water bottles, etc.)
- Please DO bring JUST your appointment calendar and payment method
- You will be asked to sign a statement that you have no COVID -19 symptoms and have not traveled for at least 14 days. Your temperature may be taken.
- Please make follow-up appointments and purchase herbs in a timely manner as the practitioner has limited time between patients
- Please do not bring anyone with you to the appointment unless it is critical for your care
- Please do not come if you are feeling ill or have been exposed to anyone with the virus. No cancellation penalty will be enforced due to illness or exposure. If you are ill please contact your doctor.
- Please honor your appointment time. There is NO OFFICE STAFF to do reminder calls so remembering is up to you. Also, please come on time.
- Sadly for now we can't have our book exchange but will again when regulations permit
- If you need to pick up herbs, arrange a day (Monday or Thursday). When
  you arrive text your name to 847-713-0606 and wait in your car. It is best
  to have a check ready to minimize trips in and out of the office for the
  practitioner.