

## Mark Cloth Orthodontics

Dear Patients, Parents and Friends,

As our practice reopens, we kindly ask for your continued cooperation and patience with all the measures we are implementing based on COVID-19 requirements and precautions for orthodontic offices to make your visit safe and productive. During the past few weeks we have been working hard and have developed a series of additional procedures and implemented policies to minimize risks to our patients, their families and our staff.

Upon arrival to your upcoming appointment, please follow the instructions given to you when scheduling your appointment. In Charlottesville, you can drive up to the main entrance, call 434 964-2464 from your car, and a staff member will come out to meet you. In Staunton, you can park in the designated office parking area in front of the office, call 540 886-8332, and we will inform you when to come to the office door. Due to the extreme shortage of surgical masks, we request that all patients wear a mask or homemade scarf to the appointment. Anyone entering the office must have a mask on and practice social distancing. Also, please bring a pen to complete the necessary forms prior to entry. These forms are posted on the office web site for your review prior to the appointment so you can become familiar with them. We are appointing a reduced number of patients to allow for social distancing. Please do your best to arrive at your appointed time as we will have minimal flexibility on this reduced schedule.

When you approach the office, a dental assistant will take your temperature with an infrared non-contact thermometer. If you have a positive response to our screening questions, or an elevated temperature ( $>100.4^{\circ}\text{F}$ ), you will be asked to reschedule the appointment and contact your physician. If you are a parent / guardian with an elevated temperature ( $>100.4^{\circ}\text{F}$ ) escorting a minor, you will be asked to reschedule your child's appointment and contact your physician. You will be able to wash your hands with sanitizer immediately upon arrival. Protective disposable foot coverings will be available to place over your shoes.

An updated informed consent form for COVID-19 risks will be required only once for all patients at their first appointments. We require that adult patients enter the office unaccompanied for their appointment. An adult or guardian must accompany all patients under the age of 18 years old in order to review and sign a COVID-19 Risk Screening medical history form that will be required for each patient at every appointment. Parents or guardians will then be requested to return to their car, as our waiting room and restroom are closed.

Patients will be escorted to the treatment room, and we ask that you touch nothing in the office except for the chair. PLEASE ENSURE YOU HAVE BRUSHED YOUR TEETH BEFORE YOU ARRIVE AS OUR BRUSHING STATION IS CLOSED. You will remove your mask when instructed for us to provide your treatment. Once completed, you will put your mask back on and an assistant will escort you out of the office.

Thank you for your patience, trust, and loyalty, especially during these past few months. We look forward to seeing you soon.

Dr. Cloth and Staff