

## **Health and Safety Procedures for On-Site Assessment/Treatment Sessions at SSI** August 2020 v.4 (subject to change)

### Booking an on-site visit:

- On-site sessions must be scheduled in advance with your SLP, based on clinical need.
- Adult clients must attend alone. Children can attend with 1 caregiver maximum – we are not able to accommodate siblings or other family members at this time.
- A credit card must be left on file at the time of booking for those clients who have not already done so; payment will be processed after your session. Please call Sylvia at 416-491-7771, ext. 226.

### Morning of scheduled visit:

- COVID-19 self-screening is required before setting out for the clinic. If the screening is POSITIVE (i.e. any YES responses), an on-site is NOT permitted.\* In this case, the appointment will be rescheduled or may proceed via telepractice if appropriate for clients well enough to participate in treatment.

### Arrival in clinic:

- Please arrive on time for your visit – there is no waiting room available for early arrivals.
- Clients/caregivers are required to wear a mask to enter the building and must keep their mask on upon entering the SSI office. Speak to your SLP ahead of time for children who are not able to mask.
- Once inside the SSI office, clients/caregivers must stop on the marked area of the floor to ensure physical distancing from our reception desk and perform hand hygiene with hand sanitizer.
- The Clinical Administrator (CA) will perform a temperature check using a non-contact infrared thermometer; the Clinical Administrator will wear a mask and/or face shield during this process.
- The CA/SLP will administer the COVID-19 screening for the client and/or caregiver.
  - If this screening is positive (i.e. any YES responses), or if any visible signs of illness are present, the on-site visit will be cancelled and the client/caregiver must leave the clinic.\*
  - If this screening is negative, the on-site visit can proceed.

### Therapy Sessions:

- Clients/caregivers must keep their masks on throughout the entire visit, unless otherwise instructed by the SLP. The SLP will wear a mask and/or face shield when not able to maintain physical distance.
- Clients who are asked to remove their mask for a specific portion of the session must remain behind a plexiglass barrier if instructed by the SLP; the mask must be put back on again when that portion of the session is over for clients who tolerate masking.

### End of visit:

- When the session is over, the client and caregiver will leave the clinic immediately.
- Payment will be processed using the credit card on file; an official receipt will be sent via email.

### Infection Prevention and Control Measures

- SLPs and other SSI staff will perform frequent hand hygiene and will wear a mask and/or face shield when interacting with clients when physical distancing cannot be maintained.
- Regular sanitization of high touch surfaces will be performed throughout the clinic.
- SLPs will clean and sanitize all surfaces (tables, chairs, light switches, doorknobs) and materials used before and after client sessions
- Clients/caregivers who unfortunately become sick with a possible or confirmed COVID-19 infection within 2 weeks of an in-person visit are asked to inform their clinician as soon as possible; clinicians will then inform the Clinical Director, who will contact Public Health for advice on next steps and necessary notifications.

\*In the case of positive screening or signs of illness, clients/caregivers should go home and self-isolate, then call their doctor or Telehealth Ontario at 1-866-797-0000. To find a COVID-19 Assessment Centre:

- Toronto: <https://www.toronto.ca/home/covid-19/covid-19-what-you-should-do/covid-19-have-symptoms-or-been-exposed/covid-19-assessment-centres/>
- Ontario-wide: <https://covid-19.ontario.ca/assessment-centre-locations/>