

Ellis & Badenhausen Orthopaedics, PSC

COVID-19 Policies and Procedures

This document is a work in progress. Please check this document daily for updates.

Last Update: Wednesday, May 6, 2020

Global Safety Precautions:

- Patients and staff are required to wear a mask at all times in both buildings.
- Patients are no longer permitted to bring visitors with them unless the patient is a minor. ONE visitor in these circumstances. No exceptions.
- Everyone entering the building must have their temperature taken. No one over 100 degrees Fahrenheit will be allowed into the office.
- Front Desk staff to wear gloves when working
- All clinical employees must wear long sleeve shirts with their scrubs
- All doors are propped open to minimize touchpoints
- Touchpoints wiped down frequently
- New towels used every hour for wiping down front desk/lobby areas
- Implementation of Telehealth to reduce high-risk patients in the office
- Floor signs indicating 6 feet of distance between patients in lobby and between patients and front desk staff
- Signs on doorways explaining COVID-19 symptoms/instructing patients with symptoms not to enter the building
- Plexiglass shields have been installed at key locations to protect forward-facing staff
- No more functioning waiting rooms-Curb side check-in
- As the patient moves area to area, the department is immediately wiped down

Clinical:

- X-ray rotating patients - only one patient allowed in X-ray waiting area at a time
- Only 3 patient rooms per pod. Use room 2 in each pod for MA computer tasks
- Maintain social distancing "6 feet rule" at all times
- MAs sanitize entire room/keyboard; wash hands after every patient
- Non-PT DME pickup by appointment only

CDC Guidelines for visitors (Per CDC.gov 4/26/2020):

Each visitor to E&B's offices will be asked the following questions before being permitted to enter:

Have you had or been exposed to anyone who has had the following in the past 14 days:

- Fever
- Cough
- Shortness of breath or difficulty breathing
- Chills
- Shaking with chills
- Muscle pain
- Headache
- Sore throat
- New loss of taste or smell?

Anyone answering yes will have their appointment rescheduled or converted to telehealth. Visitors will not be able to enter. Additionally, anyone with a temperature of 100 degrees Fahrenheit or greater will not be allowed to enter the building. They will be given the COVID-19 hotline.

Physical Therapy Precautions:

- All patients must wear masks
- Staff wearing masks and gloves, change gloves between each patient
- Only one patient scheduled per therapist per appointment slot
- Equipment moved- all machines 6 feet apart
- Pt staff sanitize area and equipment after every patient
- Staff wash hands after every patient