***Kelly Dentistry COVID-19 Patient Appointment Protocol***

We hope this letter finds you and your family in good health. Our community has been through a lot over the last few months, and all of us are looking forward to resuming our normal habits and routines. While many things have changed, one thing has remained the same: our commitment to your safety.

Infection control has always been a top priority for our practice and you may have seen this during your visits to our office. Our infection control processes are made so that when you receive care, it’s both safe and comfortable. We want to tell you about the infection control procedures we follow in our practice to keep patients and staff safe.

Our office follows infection control recommendations made by the American Dental Association (ADA), the U.S. Centers for Disease Control and Prevention (CDC) and the Occupational Safety and Health Administration (OSHA). We follow the activities of these agencies so that we are up-to-date on any new rulings or guidance that may be issued.

You will see some changes when it is time for your next appointment. We made these changes to help protect our patients and staff.

**The day of your appointment:**

* When you arrive to our office, remain in your vehicle and call our office to check in. A staff member will contact you when it’s your turn to be seen and will provide direction where to enter the building.
* ONLY patients with an appointment will be allowed in the building (exception: children under the age of 18 and special needs patients will be allowed to have 1 parent/guardian accompany them)
* Patients will be required to wear a mask at all times except during treatment. If you have your own personal mask, we request you please use, as our supply is limited. If you do not have a mask, one will be provided.

* When you enter the office, we have hand sanitizer that we will ask you to use. A staff member will ask you some screening questions and take your temperature.

**Other appointment information:**

* Appointments will be managed to allow for social distancing between patients. That might mean that you’re offered fewer options for scheduling your appointment.
* We will do our best to allow greater time between patients to reduce waiting times for you, as well as to reduce the number of patients in the office area at any one time.

We look forward to seeing you again and are happy to answer any questions you may have about the steps we take to keep you, and every patient, safe in our practice.

Thank you for being our patient. We value your trust and loyalty and look forward to welcoming back our patients, neighbors and friends.

Sincerely,

Kelly Dentistry