

VCFI COVID-19 Safety Plan



We are still here for you and are offering services in a variety of ways during these challenging times to help meet your needs. We will continue to offer telehealth services and are beginning to open our doors to in-person sessions in a limited capacity. In order to protect the safety of our clients, staff and therapists we have developed the following safety plan for face-to-face meetings.

Before the Appointment

- Review the form entitled **Informed Consent for In-person Psychotherapy During COVID-19** and discuss any questions or concerns.
- Take the province's self-assessment tool (<https://bc.thrive.health/covid19/en>) to screen for symptoms before each session.
- Appointments will be cancelled or moved to Telehealth if either party show any symptoms of a cold, flu, seasonal allergies or the classic symptoms of Coronavirus (fever, cough, difficulty breathing).
- If one of us is exposed to anybody (e.g., family member, work colleague) who is infected or tests positive for COVID-19 this information will be shared immediately.
- Only family members who are attending the appointment should come to the office.
- Clients are expected to bring their own masks to their appointments and to secure them properly before entering the building and to leave it on throughout their appointment and until they leave the building (as per the Building Restart Plan).
- Masks in our suites are optional for children age 12 and under.
- Clients will sanitize their hands upon entering the suite and clinicians will sanitize their hands between sessions.

In the Office

- Our therapists will be operating with reduced schedules and staggered hours to limit the number of people in our suites at any one time.
- Clients will wait in their vehicles or outside until they receive a text or call to indicate their therapist is ready to receive them.
- Your clinician will be opening and closing the door for you.
- Physical distancing will be observed at all times.
- Therapists will wear their masks throughout their contact with clients.
- A plexiglass barrier will be erected at the reception area.
- High touch surfaces in the general office will be disinfected twice daily (e.g., desks, door knobs, bathroom keys).
- Commonly touched surfaces in the therapy rooms will be disinfected between sessions (e.g., door knobs, leather arm rests, tissue box).

In the event that one of us tests positive for COVID-19

- If one of us becomes ill with COVID-19 or believe we have been exposed to it, we will inform each other immediately.
- If anyone at VCFI tests positive for the coronavirus, all clients and staff will be notified so that appropriate precautions can be taken.
- VCFI will comply with contact tracing protocols as directed by provincial and federal health authorities. If this is required, only the minimum information necessary for their data collection will be provided.