

Elevate Functional Medicine
Infection Control Safety Guidelines

Dear Valued Clients,

We respect your health, your time and your overall well-being. In an effort to maintain your safety, and the safety of our staff and clients, during the Covid-19 era we ask for your cooperation and understanding as we implement the following policies:

- A. Please ensure that you have completed and submitted the Pre-Clinic Appointment Screening Questionnaire 1-2 days prior to your appointment.
- B. We will stagger appointment arrival times every 15 min to avoid having people gather in the waiting area.
- C. If you arrive significantly early, please wait until 5 minutes prior to your appointment before you enter the clinic.
- D. We have hot or cold water available in the waiting area. Please ask a staff member to provide you with a clean cup and dispose of the cup in a waste container when finished.
- E. Please wear a mask when you enter the clinic and wear the mask for the duration of your appointment (aesthetic procedures see below). If you do not have a mask, please alert our staff ahead of time and we will provide one for you for a nominal fee.
- F. If you are having an aesthetic procedure completed, please:
 - 1. Wash your face twice prior to applying numbing cream.
 - 2. Apply numbing cream in a thin layer over the treatment area 15 min prior to your scheduled appointment.
 - 3. Be mindful not to get numbing cream close to your eyes. Do not touch your eyes after you apply numbing cream. Wash your hands thoroughly.
 - 4. If you want to wear your mask over your numbing cream you may lightly apply it just prior to entering the clinic.
 - 5. We will ensure that aesthetic appointments will be staggered away from other appointment times - please arrive on time and enter the clinic at your scheduled time.
 - 6. All aesthetic procedures will be completed in a secure room with staff wearing a mask at all times.

Please be mindful that we will need time to disinfect the clinic between patients. Please arrive on time and be prepared for your visit to end on time to allow for preparations for the next appointment.

Thank you for your cooperation in assisting us to implement these safety guidelines.

Yours in good health,
Karen Miller, MD, Gina Ditta-Donahue FNP-C, & Rabia Vaughns, PA-C