

West Annapolis Family Dentistry

COVID-19 Protection Plan and Protocol

The MSDA has confirmed that office visits beyond emergency care are now allowed. We have the required supplies that will allow our team members and patients to be safe while we are providing essential care to our patients. We will use the highest level of PPE available for everyone's protection and safety. Please direct all safety questions and concerns to Dr. Rahman directly.

Immune defense strategies

- Flu vaccination
- Vitamin C and Zinc
- Healthy diet with a lot of green, leafy vegetables
- Exercise
- Sunshine as much as possible

Communication and Documentation

- Be familiar with all the safety measures listed below
- Reassure patients about safety measures
- All consent forms must be signed by employees and patients
- Ensure and document the necessity for the treatment for every patient visit
- Every attempt to sign paperwork remotely prior to patient visits will be made

Scheduling

- All patients will be triaged on the phone for their needs for office visits; lowest COVID-19 risk and patients with the highest clinical needs will be offered priority appointments
- Patients will be pre-screened for COVID-19 on the phone prior to scheduling
- There will be enough time allowed for patient appointments to ensure no significant overlap between patients
- Maximum of 4 patients in the office at once
- No families / guests / companions in the treatment rooms
- No families / guests / companions in office unless medically necessary (pediatric patients, patients with special needs, elderly patients, etc.). Companions not allowed if at high risk of contracting COVID-19 (preexisting medically compromised condition)

Screening for patients and team

- Screen every patient, employee, and companion that comes to the office
- Any patients with temperature above 100 degrees, disease symptoms, travel history, or contact with infected / affected persons will be treated virtually through telehealth until the quarantine period is completed (a minimum of 2 weeks quarantine)
- Questionnaire for symptoms and travel information:
 - Cough – wet or dry
 - Fever
 - Shortness of Breath / Difficulty Breathing
 - Sore Throat
 - Muscle/Body Aches
 - Nausea/Vomiting
 - Fatigue
 - A recent loss of taste or smell
 - Runny Nose
 - Travel out of state or country in the past 14 days
 - Contact with anyone who has traveled or experienced the symptoms listed above
 - Contact with anyone who has tested positive for COVID-19
 - Immunosuppression (includes autoimmune disorders, cancer treatments, medications, steroids, diabetes)
 - Persons over 65 years old
 - Any medical conditions, including pregnancy

Safe team conduct

- Wash hands
- Sanitize hands frequently
- Do not shake hands
- Avoid touching your face
- No food anywhere except break room
- Social distancing within office at 6 feet apart whenever possible
- Sneezing / coughing protocol
- If you exhibit any symptoms of COVID-19, please stay home and advise us immediately

Safe patient conduct

- All new patient forms and COVID-19 screening forms to be filled out online prior to patient's appointment in order to minimize handling iPads and pens
- Minimal patient to patient interaction while in office; keep doors to operatories closed as much as possible
- Patients to wait in the car until their appointments, we text them when ready for their appointment

- All patients must wear a mask while in the office
- All patients will wash and / or sanitize their hands upon walking into the office and before walking out upon completion of appointment

Disinfection

- Sanitize surfaces hourly, including all door handles, bathrooms, anything that you or patients may touch
- Floors sprayed and wiped down in between patients
- Follow all general infection control guidelines for disinfection of surfaces, instruments, equipment, etc.

Barriers

- Plastic barrier on everything, including all handles, pens, etc.
- Credit card machine covered in saran wrap (patients must put their cards into the machine);
- Cover all countertops in the operatories and sanitize after each patient
- Sneeze guard at front office check out area

Aerosol protection

- High speed evacuation whenever possible
- PPE at all times (the highest level of PPE will be used that is available) including:
 - **Gowns** (disposable) or lab coats, changed between each patient if using aerosols. Reusable gowns can be washed in the office washer on the "sanitize" cycle; run the washing machine once or twice a day or as needed
 - **Head covers**
 - **Masks** (N95 masks or surgical masks with shield); store N95 masks in paper bag labeled with day of the week in your box. Do not allow your mask to touch any counters or surfaces
 - **Protective eye wear** with side shields
 - **Scrubs** can be laundered at the office; street clothes to be worn outside the office
 - **Footwear** will be sprayed with disinfectant upon completion of work day and left at the office overnight; please bring
- Hand instrumentation whenever possible
- Use of rubber dams whenever possible to reduce splatter or aerosols
- 4 Handed technique for doctor procedures
- Use of resorbable sutures wherever possible to reduce need for follow up visits
- Minimize use of air-water syringe
- Use of disinfectants in the water supply for handpieces and Cavitron

Supplies

Barriers	PPE	Disinfectants	Other
Plastic covers and bags Saran wrap Sticky tape	Gowns (disposable and non-disposable) Face Shields Masks (N95 and Surgical) Eye protection with side shields Head covers Gloves	Sanitizer (handmade and store purchased) Disinfectant solutions Alcohol wipes	Disinfectant cart is next to the CBCT and should always be stocked with barriers, disinfectants, and thermometers Touchless thermometers at the screening station