

# RETHINK YOUR OPERATIONS

Develop Reopening and Recovery Strategies  
Please read and review the accompanying PowerPoint with more detailed information.

## 1 HAVE TASK FORCE IN PLACE

Assign roles and include governing board to clarify, interpret, and iterate policies, make real-time decisions, and initiate and communicate messaging.

## 2 MAINTAIN PROPER SOCIAL DISTANCING

Make sure that your office is set-up with proper social distance measures; limited people in the waiting room, setting up a one-way flow if possible (entrance to exit), enable text or call notifications for patients waiting in their cars, have partitions set-up.

## 3 PROPER STAFF PPE

All staff and physicians should be equipped with proper PPE including; N95, gloves, gowns etc. Any patient that visits should have a mask on- this can be a homemade mask.

## 4 MASKS FOR PATIENTS

Any mask is acceptable. Maintain distance between patients in the waiting room, distance between staff and patients, and distance between doctor/nurse/support staff and patients when available.

## 5 OSHA CONSIDERATIONS

OSHA has defined four levels of exposure risk for workers to COVID-19. Most medical workers will fall into the medium, high or very high-risk categories, depending upon the specific patient care procedures they perform. Read through to learn about other OSHA recommendations.

## 6 HIPPA POLICIES, REQUIREMENTS AND TEMPORARY SUSPENSIONS

Understand the options available when using telehealth to keep your center and your patients safe. Please read through all HIPPA options.

## 7 RESPIRATORY PROTECTION PROGRAM

Each center should have their own RPP in place. Please check OSHA or the CDC for options. Here is a downloadable pdf that I think will benefit most centers: <https://www.health.state.mn.us/facilities/patientsafety/infectioncontrol/rpp/clintemplate/template.pdf>

## 8 IP RISK ASSESSMENT AND PROGRAM PLAN

Please review your updated IP Risk Assessment and Program Plan. Make sure your staff is updated on any updated policies and new regulations that will require documentation.