

The Therapy Place

Counselling Group LTD



COVID-19 Worksite Safety Plan

This document details the protocols and recommendations of The Therapy Place Counselling Group LTD, in keeping with BCACC and WorkBC guidelines.

In order to minimize risk of spreading Covid-19 or other airborne/contact diseases, we have adapted our practices and policies. We would ask that all clients and visitors also adhere to the applicable recommendations detailed herein.

Symptom Free Meetings: If we are experiencing any of the following symptoms (cough, sore throat, fever, chills, runny nose) we will not meet with our clients in person. Likewise, we'd ask that if you have any symptoms, *please stay home!* -Even if you suspect you are merely dealing with seasonal allergies. You can cancel your session at no charge, or you can opt instead to meet with us online or on the phone.

Pre-Session Survey: All clients will be sent a short symptoms survey 2 hours prior to the session, which can be filled out online. This will help to assess risk and determine whether it is considered safe to meet in person.

No Waiting Room: Due to the increased risk of atmospheric/surface contamination, the waiting room is not available to clients at this time. Please simply arrive on time for your sessions.

Front Door Protocol: The front door to the building is usually locked during the pandemic. Your counsellor will come down to let you into the building. We will make reasonable efforts to hold the door for you while providing sufficient physical distancing space. You may choose to take the elevator or the stairs. We will choose the other option so as to ensure proper distancing.

Hand Sanitizer: Once inside the office, we will provide you with hand sanitizer. Please use it. We will do the same.

Masks: If you would prefer that we wear a mask during our session, please inform us of this preference.

Physical Distancing Throughout the session: We are committed to providing you with the recommended (2m) space throughout our session, whenever possible.

Other odds and ends: We commit to cleaning all office surfaces touched by our clients between all sessions. We also commit to sanitizing hallway, elevator, and stairway contact surfaces on a regular basis.

Both our offices are disconnected from the HVAC system. Both our offices are outfitted with high efficiency air purifiers with HEPA filters. Windows are left ajar to ensure fresh air exchange. A fan will also be employed to keep the air moving outward.

If there is anything else we can do to help ease your concerns or ensure your safety, please let us know!