# **Keep safe during COVID-19**



# 1 DIGITAL APPOINTMENT



All patients should be screened by video link or telephone, prior to attending their appointment. Where this is not possible, a questionnaire form should be completed before seating in the waiting room.

#### **5 ELEVATOR BEHAVIOR**



Where use of an elevator is necessary, face masks should be correctly worn and direct contact with buttons and other objects should be avoided.

#### **9 PHYSICAL CONTACT**



Wherever possible, reduce physical contact to a minimum (e.g. digital reader for health insurance card, contactless payments).

# 13 MAGAZINES AND TOYS



Magazines and toys should be removed from the waiting room.

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# 2 TAKING TEMPERATURE



Instruct patients to take their temperature before coming to your office. Encourage these patients to reach out to their medical doctor for evaluation and management.

#### 6 HAND SANITIZER



There should be a prominent sign directing the patient to use a hand sanitizer from a non-touch dispenser stand and to vigorously rub their hands for 20 seconds.

# 10 FACEMASKS



Reception staff should wear facemasks.

# 3 ON TIME ARRIVALS



Instruct patients to arrive on time for appointments, not early, to minimize waiting in the practice and to limit the number of people present at any given time.

#### 7 HAND HYGIENE



Taking care of the correct hand hygiene for your patients and team.

\*Please find below a link to an example for a print ready PDF.

# 11 BARRIER



Ensure a barrier between your reception staff and your patients.

# 4 ACCOMPANYING ADULTS



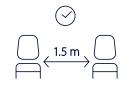
If you are accompanying an adult patient, you should leave the practice and collect the patients at the end of their treatment in front of the dental office.

# 8 HANDLING DATA



All Information and data is handled in accordance to data protection.

# 12 SAFETY DISTANCE



Ensure safe distancing in the waiting room by removing some chairs and have a minimum of 1.5 meters between each chair.

## 16 ELEVATOR CLEANING



If an elevator is present, this should also be disinfected regularly.

### 14 STERILE SURFACES



It is crucial to keep all surfaces clean and disinfected. Common cleaning agents that have been proven effective: • 0.1% sodium hypochlorite,

- 0.5% hydrogen peroxide
- 62-71% ethanol (2)



**15 STERILE AREAS** 



Public areas and equipment should be cleaned and disinfected frequently, including door handles, chairs, and desks.

\* https://www.who.int/gpsc/5may/Hand\_Hygiene\_Why\_How\_and\_When\_Brochure.pdf

- https://www.bzaek.de/berufsausuebung/sars-cov-2covid-19/faq-coronavirus.html
- https://www.docseducation.com/blog/pandemic-and-dentist



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