



COVID-19 PROTOCOL INSTRUCTIONS FOR OUR CLIENTS AND STAFF

- **MASKS** will be required for both our clients and staff to be worn in the office and during any counseling sessions at our facility. *(Our center will provide the supplies needed for our facility to be clean and safe which include masks (if you don't have one) and sanitation supplies for cleaning.)*
- **SOCIAL DISTANCING** will be practiced including during counseling sessions. *(Outside areas will be available as well as counseling rooms which will be adjusted for the 6ft distance from each person. All new counseling sessions MUST be in person for the first several sessions and then possible online sessions may take place on such programs as Zoom but this will ONLY be allowed during Covid-19).*
- **TEMPERATURES** will be taken on everyone before admission into our office will be allowed.
- **SANITATION** will be done after EVERY counseling session by the Discipleship Counselor (DC); wiping down and sanitizing any room or area *(includes such things as door knobs, all surface areas, light switches, seating, pens, etc.)*. This will keep our rooms and areas clean and safe for the next DC and client.

THANK YOU

for your cooperation in abiding by these rules set in place by

PAULA'S HOPE, INC.