

## Belltown Dental COVID-19 Office Protocol

Our clients' health and well-being is our top priority. As always, but especially during this era of COVID-19, we are committed to minimizing risk of exposure for all who enter our space at Belltown Dental.

Unfortunately, there are no protocols, procedures or systems that can provide 100% safety from exposure to any virus. Based on guidance from WHO, CDC, ADA and other local dental organizations, we have added further measures to our outstanding practice of infection control. As we strive to provide safety and reduce anxiety for all who enter our space, **we thank you for your trust and commitment to your health.**

### PRE-ENTRY PROTOCOL

#### Screening prior to your appointment:

Prior to your appointment, we will screen providers and receivers of care with the attached screening questions. If there are any positive answers\*\* on the screening form, delay of work is necessary until symptoms/timeline of possible infection have passed. If all is clear on the prescreening form, a temperature will be taken and charted prior to entry and/or at the point of entry (team will have log journal of temperature and screening questions).

\*\* For those over 60 and immune-compromised, we will provide care at their discretion, and will reserve particular days/times in our schedule for their care.

#### Prior to entry into Belltown Dental:

Our protocol upon entry will be the following for all who enter into our space including team members, clients, vendors and delivery people:

- A mask must be worn upon entry (masks are available at the front entrance).
- Hand washing or hand sanitizer must be used upon entry.
- A log of entry, exit, and temperature of all who enter our space will be documented.

**Team members:** Must come to the office masked. Must use hand sanitizer/wash hands upon entry, and place personal items in specific bins upstairs. They will put on appropriate clinic gear including coats, change of clinical masks and shoes. When coming back downstairs, they will wash their hands and sanitize any door handles they touch.

### ENTRY PROTOCOL

#### For client entry:

- We will intentionally stagger the entry of clients into the office. We will also intentionally space appointments so that adequate time is reserved for proper disinfection and to eliminate potential client interaction. Our team will also work separate shifts to minimize exposure.
- A masked team member will unlock the door and provide entry. Clients should be masked upon entry and if not, a mask will be given to them and must be worn at all times, except during clinical care. Hand sanitizer or hand washing and temperature check will be required upon entry.
- A team member will walk the client to the clinic room, where personal items will be placed in a contained area. Clients will be guided to wash hands. If restroom use is needed, we will minimize interactions with clients in the office. Team members will sanitize toilet handle, sink and restroom door handles after use.

- As patient is settling their personal items, clinicians will wash their hands and don protective gear, including second mask (level two over N95), loupes, shield, then gloves.
- After preclinical interview/check in and review of treatment, mouth rinse will be given, and the client's mask will be placed with their belongings or in their pocket.

## OPERATIVE/CLINICAL PROTOCOL

- **Restorative Protocol:** By using a rubber dam, 1.1% Hydrogen peroxide disinfection of the affected area, high vacuum and extraoral suction, we will significantly reduce and eliminate aerosols created during dental procedures.
- **Hygiene Protocol:** We will hand scale only, eliminating aerosolization created during ultrasonic use. Once we decide that cavitron usage is safe to use, we will hand scale prior to ultrasonic usage to minimize aerosol contaminants. We utilize the Leaf system, high speed suction, purevac and extraoral system to minimize aerosols.
- During treatment, if a note taker is available, they will take notes and periodontal chart while wearing a clinic coat, mask, eye protection, and clean gloves. Ideally, notes will be taken at the tail end of the appointment when the note taker can help take down the chair and bring contaminated instruments to the sterilization area.

## POST-OP PROTOCOL

- Once treatment is completed, client will be asked to don their personal mask, as the clinician removes all contaminated items out of the room, except for the chair cover. Once all contaminants are removed from the room, gloves will be properly removed, and hands will be washed.
- Per standard protocol, all surfaces will be disinfected--possibly by one team member while another, settles finances, reviews treatment plans and schedules subsequent appointments. This can be done in the clinic room or when the client is escorted up front.
- To reduce the risk of transfer from the clinic room to the administrative space and subsequent exit from the practice, we will minimize the need for charts, transfer of paper and transactions.
- We will use a hand held digital credit card reader. We will aim to have no direct transfer of receipts, pens, appointment cards, etc.
- As the client exits, we will walk them to the door as we say our good byes. If client uses the restroom, we will wipe all surfaces potentially touched after each use

## MISCELLANEOUS/END OF DAY

- **Gloves protocol:** Before gloves are donned hands must be washed. After gloves are doffed, hands must be washed. Prior to donning any PPE equipment, hands must be washed. Gloves are put on last, and taken off first.
- **Loupes:** Take off with clean hands and wipe with alcohol/disinfectant wipes
- **Coat/head covering protocol:** Change between clients. Take off and place in the laundry
- **Shield protocol:** Take off with clean hands from rope, then spray with biren
- **Shoes:** Change shoes upon entry/exit
- **Clothes:** change clothes put in plastic bag for laundering at home
- **All common area touch points:** (phone, counter tops, door handles) will be wiped after touched by the person that last used/touched.