The following procedures are provided courtesy of

Ronald J. Swatzyna, PhD, LCSW, BCN, BCB
Director Houston Neuroscience Brain Center
Founder/Chief Scientist Clinical NeuroAnalytics, LLC
3730 Kirby Drive, Suite 930
Houston, Texas 77098
www.hnbraincenter.com

Date: April 28, 2020
Clinical Operational Procedures for Contagion Management

1. Appoint and document a safety/health monitor for your clinic and give that person the power to ask client, staff, or clinician to leave your clinic.
2. If any staff is exposed to someone with (suspected of) coronavirus, they must self-isolate for 14 days.
3. Procure sufficient personal protection equipment (PPE) such as lab coats (screen shot below), N95, KN95, or equivalent masks, eye protection, and gloves.
4. Stop any outside cleaning service from entering your office in order to reduce potential contamination.
5. Assure that your buildings cleaning service is taking extra steps to disinfect common areas (restrooms/elevators).
6. Establish a decontamination closet for your PPE and equipment (UVC/Ozone Lamp, screen; shot below) to be used after hours when no one is in the office. Note: it takes no longer than four hours for Ozone to convert back to O2.
7. Take staff’s temperature as they arrive at the clinic and document it daily.
8. Take each person’s temperature in the waiting room prior to them entering your office.
9. Use medical grade disinfectant to wipe down all surfaces before and after each patient (screen below).
10. Use a UVC (screen shot below) sanitizer to disinfect electrodes between patients.
11. When possible, leave office door open or provide hand towels and waste basket to prevent door handle contamination.
12. Configure waiting room chairs to maintain social distancing guidelines.
13. At each visit, ask the following:
   a. Have you been experiencing any of the following?
      i. Fever or chills
      ii. Fatigue or general aches and pains
      iii. Dry cough or cough with mucus or blood
      iv. Sore throat or runny/stuffy nose
      v. Unexpected loss of smell or taste
      vi. Loss of appetite or nausea/vomiting/diarrhea
   b. Have you traveled outside of your state?
   c. Have you been in contact with anyone suspected or diagnosed with coronavirus?
14. Request that all who enter your clinic wear masks and all greetings should be virtual.
Lab Coat Screen Shot https://amazon.com
Lab Coat Screen Shot https://amazon.com

UVC/Ozone Lamp Screen Shot https://amazon.com
Surface Disinfectant Screen Shot https://bio-medical.com/

UVC Sanitizer Screen Shot https://amazon.com
FutureCharger UV Phone Sanitizer, Portable Cell Phone Sterilizer, Phone Cleaner with Aromatherapy Function Disinfector, Dual UV Light Sterilizer, Sanitizer Box for Phone Toothbrush Jewelry Watches

by wireless future charger

5 Stars 72 reviews

Price: $65.99 & FREE Shipping
You Save: $4.00 (5.6%)

Get 20% off instantly! Pay $56.99 & FREE Shipping upon approval for the Amazon Prime Rewards Visa Card. No annual fee.

Not eligible for Amazon Prime.

- **UV Sanitizer**: With large bilateral ultraviolet lamp, cross ultraviolet rays, 360-degree disinfection and sterilization without dead angle, eliminating germs and up to 99.9% of bacteria.
- **Disinfect Your Phone for Health**: The amount of bacteria produced by people's frequency used mobile phones is 17 times that of a toilet. Our phone is dirtier than a toilet, so don't let it become a virus center, so you need to sterilize it every day.
- **Larger Space for Any Phone**: The UV sanitizer designed with larger space which fit different size. The size for cell phone up to 6 inches such as iPhone Samsung also good for rings, watches, makeup, earphones, toothbrushes, keys, spoons, eye glass and any other small objects.
- **Aromatherapy Function**: Drop a few drops of essential oils which you like into the cell phone sanitizer and add pleasant fragrance for beloved thing while sanitizing. The use

Optimizing Brain Performance with Applied NeuroScience