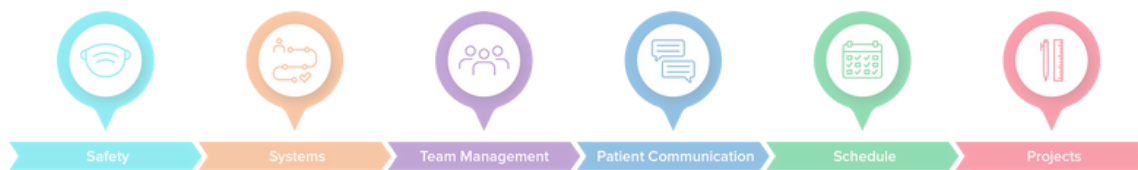


# 10 STEPS TO REOPENING THE DENTAL OFFICE



- **Patient Communication:** Most Important Step. Explain how the use of Personal Protective Equipment (PPE) Works to every patient.
- **Stagger Patients:** Do not stack dental appointments – Ramp-up slowly. Only use chairs 1-3-5.
- **Change Appointment Confirmation Style:** Explain new safety policies over phone appointment confirmation calls. Ask if patient has any symptoms of fever.
- **Modified Patient Check-In:** Reception room is closed. Check-in is done over the phone. Patients wait to be called-in for an appointment once the previous patient is gone and sanitation is complete.
- **Office Entry Restricted:** Only patients may enter office for appointment. Spouses, friends caregivers and parents need to wait outside. They can assist patients to the front door and hand-off to Sanitization / Disinfection Technician.
- **Remove Non-essential Items:** Any non-clinical items should be stored. Dental display models, flyers, brochures, nightguard samples, implant displays, etc.
- **Dental Supply Deliveries:** All supply deliveries from package carriers or dental suppliers must be accepted outside and sanitized once in practice.
- **Contain all Aerosol Spray:** Use rubber dam to contain spray. Dental Hygienists should have an dental assistant help them and use a high volume ejector (HVE) for hygiene procedures.
- **Sanitization Technician / Environmental Dental Assistant:** A new dental position. A roaming dental assistant is most qualified for this new job. They are responsible for sanitizing all areas of concern.
- **Take Patient Temperatures:** Most difficult for dentists. You are not diagnosing or recommending medical steps to the patient based on temperature. You are simply protecting yourself, your team and your patients.