

Infectious Disease Protocol



VEA Eye Health Professionals

2311 Cascade Rd. SW

Atlanta, GA 30311

404-549-9996 (o)

Introduction

Coronavirus-19 has been found to be a very contagious and fatal infectious disease. For this reason, we need to be sure to protect ourselves and our patients. The following document consists of the guidelines that we at VEA Eye Health Professionals vow to follow in order to protect ourselves and our patients while still providing optimum care and services.

VEA Commitments

We are committed to conducting ourselves in a professional manner that creates a safe environment for our patients and our staff.

Materials provided for patients (if needed):

- Disposable gloves
- Face masks

Making Appointments

1. While In Office:
 - a. All patients are required to have their temperature checked upon entering the office.
 - b. The patient must also wear a face mask.
2. Via Phone:
 - A. Vision Eye Exams
 - a. Each patient will be scheduled a minimum of one hour apart.
 - b. Patients are recommended to only bring children to appointments if it is a necessity or if the child is receiving an eye examination. Otherwise, patients are not permitted a guest unless there is a present disability or need that requires assistance verbally or physically.
 - c. Patients will be reminded that a face mask is to be worn while in the office by themselves and their assisting guest. If they do not have one, one will be provided for them.
 - B. Office Visits
 - a. Patients are only permitted a guest if assistance is required due to impaired vision, disability, or physical/verbal need.
 - b. Patients are to be reminded that they and their guest are required to wear a face mask while in the office.
3. Walk-in Examinations:
 - a. Patients can be seen on the same day for either a full examination or medical visit.
 - b. Their visit, however, cannot conflict with guidelines given above in 2.A.a.

Office Flow

In Office Visits:

- A. ALL EMPLOYEES ARE REQUIRED TO WEAR A FACE MASK APPROVED BY MANAGEMENT. NO EXCEPTIONS!!!
- B. ALL PATIENTS ARE REQUIRED TO WEAR A FACE MASK UPON ENTERING. If the patient does not have a face mask, one will be provided to them.
- C. THE TEMPERATURE OF EACH PATIENT ENTERING THE OFFICE MUST BE CHECKED
 - a. Patient Check-In
 - i. There is to be no physical contact with patients. This includes, but not limited to touching, handshaking, hugging, etc.
 - ii. All pens used by patients are to be placed into a "used bin" to be wiped down at the end of the day with disinfectant wipes.
 - iii. All clipboards are to be wiped down with disinfectant wipes after use by each patient.
 - iv. All waiting room chairs are to be minimum of six feet apart.

- v. The reception desk is to be wiped down a minimum of three times per day.
 - vi. Staff is required to wash hands following each encounter.
 - vii. Disposable gloves are recommended, but not required.
 - viii. Refrain from touching your face.
- b. Fundus Imaging
 - i. All testing equipment will be wiped down with medical grade sanitary wipes following each patient encounter.
 - c. Exam Room
 - i. All equipment must be wiped with alcohol pads prior to examination.
 - ii. Doctor must wash hands for a minimum of 20 seconds before examination.
 - iii. Face masks must be worn during the entirety of examination by both patient and doctor.
 - iv. The patient is to be given the occluder to cover their eyes for various tests to prevent the patient from touching their face.
 - v. Exam chair, phoropter, occluder, etc. should be wiped by medical grade sanitary wipes following each patient encounter.
 - d. Optical
 - i. Please place all glasses onto the cabinet top once they are touched.
 - ii. All frames are to be wiped down with disinfectant wipes before placing it back onto the frame shelves after the patient has selected a frame.
 - iii. The chair and desk used by the patient during the fitting should be wiped with disinfectant wipes upon completion of service.
 - iv. Please remain six feet away from others in optical area.
 - e. FRONT DOOR SHOULD BE WIPED WITH DISINFECTANT FOLLOWING EACH PATIENT'S ENTRANCE AND EXIT.

Materials Pick-up/Dispensing:

- A. Picking up glasses
 - a. When notified about the arrival of a spectacle order, it should be HIGHLY recommended that the patient make an appointment to pick up glasses.
- B. Picking up contact lenses
 - a. When notified about the arrival of a contact lens order, it should be HIGHLY recommended that the patient make an appointment to pick up contact lenses.