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## COVID-19 Policies and Procedures

Dear Nutrition Works clients,

As we begin to see clients in our offices again starting June 1, we would like to share with you how we are addressing the coronavirus (COVID-19) pandemic. We are following recommended guidelines from the CDC and state health officials to reduce viral spread. We are committed to providing quality medical nutrition therapy/nutrition counseling as we adapt to the challenges of this public health situation, and appreciate your trust and understanding.

We are strictly following CDC guidelines for cleaning and monitoring, including weekly screening of our staff and dietitians. This includes, but is not limited to:

- Requiring that all dietitians wear masks during in office sessions and use hand sanitizer between clients
- Spacing office furniture to facilitate 6' physical distancing as well as removal of all reading materials
- Regularly disinfecting knobs, counters, chairs, and all spaces where public interaction occurs
- Disinfecting counseling offices after every client encounter
- Appointments scheduling to limit traffic flow through the office and allow time for cleaning protocol

**We ask that you wear a mask and bring your own pen to your appointment.**

We also ask that only the client being seen enter the office unless you are a direct caregiver or parent accompanying a young child. All others will be directed to wait in their vehicles.

Please arrive 5 minutes before your scheduled appointment. **Your dietitian will meet you in our parking lot and will ask you the following questions before bringing you into the building for your appointment:**

1. Have you traveled outside of Maine in the last two weeks?
2. Have you been exposed to anyone that has tested positive for COVID-19 in the last two weeks?
3. Have you or anyone in your household had a fever, cough, shortness of breath, new loss of smell or taste in the last 3 days?
4. Are you or anyone in your household under voluntary or involuntary quarantine?

Should you answer yes to any of these questions, your appointment will be rescheduled to a later date. You will also have the option to choose a telehealth appointment.