

Face-to-Face Appointment Instructions

- Please note that starting the week of 3-16-2020, New Light Counseling Service clients would be asked to **wash hands for at least 20 seconds** when arriving at the office.
 - Please arrive 5 minutes prior to your appointment to complete this step
- Please be advised that you **stay at home if you are feeling ill**, be it suspected or confirmed illness of any type. You can choose to have telehealth session or resume face-to-face appointments when fully recovered.
- Please be advised that you **stay at home if you are suspecting a potential exposure** to COVID-19, even if you do not show any symptoms. You can choose to have telehealth session or resume face-to-face appointments when fully cleared.
- Please be advised that you **avoid touching your eyes, nose, or mouth with hands**.
- Please be advised that you **cover your nose and mouth with a tissue when coughing or sneezing**; throw used tissues in the trash. If a tissue isn't available, cough or sneeze into your elbow or sleeve, not your hands.
- Please be advised that you **press the elevator buttons and opens doors with your elbows**.
- Please note that **you will be asked to prepare a mask on your own and wear it when you come into the office and throughout the session**.
 - Besides maintaining the recommended social distancing, I (Ting-Yi Huang, the therapist) will be wearing a mask throughout our face-to-face appointment, even though I am in perfect health.
 - This practice of wearing a mask is based on the theory that every single one of us could potentially become a virus carrier at any time, with or without our knowledge, given the symptoms generally occur anywhere between 2 days and 14 days after exposure, according to San Mateo County Department of Public Health Website (<https://www.smchealth.org/coronavirus>)
 - This practice of wearing a mask aims to protect our loved ones and members sharing a common community. It is also based on the good intention to flatten the curve of COVID-19 spread on a large scale.
 - This practice of wearing a mask is also in accordance with American Red Cross's safety tip of *wear a facemask if you are sick, You should wear a facemask when you are around other people (e.g., sharing a room or vehicle) and before you enter a healthcare provider's office* (<https://www.redcross.org/about-us/news-and-events/news/2020/coronavirus-safety-and-readiness-tips-for-you.html>).