

Health Officer Directive No. 2020-20b (Appendix B) Health and Safety Plan (issued 9/1/2020)

Checklist

Each Ambulatory Care Service, including Counseling and the Healing Arts, (the "Provider" or "Business/Entity") must complete, post onsite, and follow this Health and Safety Plan.

Check off all items below that apply and list other required information.

Business/Entity name:

Contact name:

Facility Address:

Contact telephone:

(You may contact the person listed above with any questions or comments about this plan.)

- Provider has posted a checklist and complies with all requirements set forth in the Social Distancing Protocol included in Health Officer Order No. C19-07h, available at www.sfdph.org/healthorders, including any amendments to that order.
- Provider is familiar with and complies with all requirements set forth in Health Officer Directive No. 2020-20b, available at www.sfdph.org/directives.
- If any procedure or type of encounter is not allowed by the State of California, it is not allowed under this Directive. Also, Section 6 of the Directive prohibits certain care.
- Provider is offering remote services via telephone, email, secure apps, or video conference in a secure, private manner instead of in-person visits when possible.
- Provider has a formal or informal Priority Strategy under Section 2 of Appendix A to address scheduling of patients or clients in a nondiscriminatory manner that also prioritizes the provision of critical services and emergency and urgent care and has done so keeping in mind the groups and considerations listed in Sections 2.3, 2.4, and 2.5 of Appendix A.
- Provider has reviewed the Risk Factors and Protective Actions listed in Section 3 of Appendix A and has placed each offered service and procedure in the appropriate Risk Category on the Table listed in Section 3, including based on the context of each patient, client, or support person.
- Provider is complying with the required Protective Actions listed on the Risk Category Table in Section 3 of Appendix A and has considered other recommended actions in relation to the Risk Category of each offered service or procedure.
- Provider is ensuring that all Personnel are screened daily as required by the Social Distancing Protocol and instructing those who respond "yes" to any question to stay home for the appropriate amount of time and to get tested for the SARS-CoV-2 virus.
- Provider is screening each patient, client, and support person before and at the time of each appointment before the patient, client, or support person enters the building or waiting room area or begins the in-home or out-of-office encounter, and Provider is taking all required and appropriate precautions to protect patients, clients, support persons, and Personnel. This includes appropriately isolating any patient or client with an active SARS-CoV-2 infection from other patients, clients, and Personnel or postponing care. Support persons with active SARS-CoV-2 infections or recent close contact with infected persons are not allowed.

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- Provider is familiar with and complies with all Face Covering requirements for patients, clients, support persons, and Personnel set forth in Health Officer Order No. C19-12c, available at www.sfdph.org/healthorders, including any amendments to that order, as well as any addition requirements for Personal Protective Equipment discussed in this Directive. This includes providing a Face Covering or more protective mask for any patient, client, and support person who does not have one.
- Provider is ensuring that the six foot physical distancing requirements are followed where feasible, including by reducing the number of chairs available in waiting rooms.
- Provider will report any positive SARS-CoV-2 infection as required in Section 8 of Appendix A, including:
 - To the state and DPH as required by federal, state, and local laws and regulations; and
 - To DPH Communicable Disease Control at 415-554-2830 when a patient, client, support person, or Personnel either (1) is exposed to SARS-CoV-2 at the Provider's location without knowing in advance that the person had an active infection; or (2) is believed to have contracted SARS-CoV-2 at the Provider's location in relation to the provision of services by the Provider. (Subject to the exception in Section 8.3 for hospital-associated clinics and programs)
- Provider is following all required cleaning and disinfection/sanitizing requirements listed in Section 9 of Appendix A as well as in compliance with state and federal laws and regulations.
- Provider is complying with all applicable pandemic-related requirements of state, federal, and local governments and regulatory entities and is reviewing other guidance from those governments and entities.
- Provider is reviewing applicable pandemic-related guidance from other professional associations related to the care provided.
- Provider is regularly checking for updates to Health Officer orders and directives in order to stay current with pandemic-related requirements. Orders are available at www.sfdph.org/healthorders and directives are available at www.sfdph.org/directives.