



**Hello Camellia City Acupuncture Family,**

*I hope this finds you and your family in good health. While many things have changed, one thing has remained the same: my commitment to your safety and health. By its very nature, acupuncture requires close and sometimes skin-to-skin contact and you should be familiar with the fact that infection control has always been a top priority in my practice. As we navigate life with additional requirements and modify existing measures due to the coronavirus, please help me to support all of my patients by cooperating with some new requirements. My practice will follow practice guidelines recommended by the Council of Colleges of Acupuncture and Oriental Medicine (CCAOM), the National Certification Commission for Acupuncture and Oriental Medicine (NCCAOM), along with infection control recommendations made by the U.S. Centers for Disease Control and Prevention (CDC) and the Occupational Safety and Health Administration (OSHA).*

**New Guidelines:**

- ***If you are ill or showing any symptoms you must reschedule.***
- *Upon arriving for your appointment, you must wait outside the office front door. The front door will be locked. Please ring the doorbell which is located on the left-hand side of the door to let me know you are here.*
- ***You must wear a mask at all times once you enter the office.*** *If you are unwilling to wear a mask, then please do not schedule until the office policies have changed.*
- *Street shoes are no longer allowed in the office, much like the the clinics in Japan. So, please bring socks or booties to walk around in. Shoes can be left outside the front door or you can bring a bag to put them in.*
- *If necessary, please use the restroom before treatment.*
- *I will offer you hand sanitizer before your acupuncture session. If you develop any symptoms of illness or if you feel ill in the office, I will terminate the treatment. There is no penalty for canceling your appointment due to illness.*
- *I am required to have each person come in alone. You cannot bring children, friends, or partners with you. For patients that have a spouse or caretaker that brings them, please contact me to discuss options.*

*Thank you for your compliance. Thank you for your patience. Thank you for all of your support. If you have any questions please feel free to contact me.*

*In Health,*

*Dr. Jena*