

*Daniel Schulman. Acupuncture Clinic.  
44 Grafton Street. Charlottetown. 902-628-1478*

# **Operational Plan**

***Please Read Carefully***

This statement is a current reflection of my best balancing of all considerations and a current understanding of Federal and Provincial Public Health Directives and Recommendations. I am keeping abreast of the situation as it evolves to the best of my ability.

## **I. Clinic Space.**

The clinic is operated on an entire floor of a house.  
I work alone with no reception staff, support staff or colleagues present.  
This minimises human interactions in this clinic.  
The clinic consists of a large front office and two separate treatment rooms, each with a sink.

I have complete control over the clinic environment,  
except the entrance  
and  
upstairs bathroom  
which are shared with three upstairs Counselling practices (which will be comanaged).

At any given time, the only people in my clinic will be me and a single patient.

## **II. To The Patients.**

If you have been out of province any time in the last two weeks,  
please complete your self-isolation requirements before booking a session.  
If you have any significant reason to believe you have been exposed to the virus,  
please cancel your appointments and self-isolate for two weeks.  
If you develop symptoms  
(including cough, headache, fever/chills, fatigue, sore throat, sneezing, runny nose, body aches), get yourself tested.  
Otherwise, you are welcome to keep your appointment.  
When arriving at the clinic, keep yourself at a 2-meter (6 foot) distance from me,  
or from anyone else you may encounter at all times.  
Consider keeping gloves on when using doorknobs and resting hands on chair arm rests.  
Tissue boxes are generously placed throughout the clinic with dedicated waste receptacles.  
Use when needed and dispose in the provided receptacles.  
Follow any instructions I give you regarding your movements in the clinic.  
Please do not arrive early as I need time to fully wipe down the clinic prior to your arrival

### **III. The Practitioner**

I have no reason to believe I have been exposed to the virus.

My personal life since mid-March, has involved

- living at home with my family,
- two outings per week to the grocery store,
- one outing per week to the pharmacy,
- an occasional outing to a hardware store or office supply store
- and daily outings to walk the dog in an area and at times that involved no human contact.

I wash my hands vigorously (with warm soapy water) before, during and after each session.

I do not touch my face while in clinic

I wear a face mask

I am attentive at all times to what is going on in the clinic,  
and am ready to respond immediately to any potential breach of this plan.

### **IV. Clinic Management.**

Patients are booked so there is only one patient in the clinic at any time  
and time between patients for a full clinic cleaning procedure.

Clinic cleaning before and after each patient includes using a  
Hospital Grade Hydrogen Peroxide based disinfectant to wipe down

- treatment tables,
- chair armrests
- door knobs
- door edges
- counters,
- taps,
- and desk surfaces

I wash my hands vigorously (with warm soapy water) before, during and after each session.

All chairs in the clinic are positioned to be at least 2 meters apart.

Under normal operation, all surfaces in the clinic are cleaned regularly.

At least 6 feet of space will be maintained between patient and practitioner at all times except for  
the 15 seconds or so that needles are being inserted.

For the most part, I am currently practicing the Sa'Am 4 needle acupuncture technique (a  
powerful technique I have been studying and practicing for the past year). This involves only 4  
needles on one side of the body so needling is extremely brief and during needling, the patient  
is asked to look the other way.

If needling is required on the back, this will be done in a chair.

The treatment table is draped with fresh hospital grade table paper and plastic lined pillow-  
cases for each patient.

If the treatment room for some reason, becomes contaminated from sneezing or coughing or  
any other clear breach, the room will be closed for a thorough, floor to wall cleaning and my

second treatment room (fully wiped down, sterilized and ready to be operational) will be used for any remaining booked sessions that day.

As always, I use single use, factory-sterilised, disposable, needles from reputable manufacturers and suppliers  
I practice according to Clean Needling Guidelines

## **V. General Recommendations.**

Drink warm water and teas throughout the day.  
Keep your throat, nose, and lungs moist.  
Maintain social distancing according to current public health agency recommendations.  
Don't panic.  
Get good sleep and rest.  
Keep warm.  
Cover yourself from exposure to wind and cold.  
Get daily sunshine and fresh air (don't confuse 'self-isolation' with staying inside).  
Take Vitamin C daily.

The primary role I play as an Acupuncturist within Chinese Medicine is to restore and optimise the effective and efficient functioning of all of your body systems. Central to Chinese Medicine is the principle that you are best able to engage with the world (that means everything in the world, including viruses, bacteria, food, other people, yourself, stresses, insults, obligations) when everything about you (mental, emotional, physical, physiological) is functioning well. Good, competent, professional acupuncture is very powerful in this regard.

The situation is serious. We will get through it.  
Take care of yourselves and of everyone around you.  
I am here to help, responsibly and to the best of my ability.

**Call me anytime if you wish to discuss any aspect of your treatment or appointment.**

Daniel Schulman



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