

# COVID-19 SAFETY PROTOCOL



**Psyched**  
Services

## WHAT WE ASK FROM FAMILIES TO KEEP OUR STAFF SAFE

Parents are called by a Psyched Services administrator the day before the scheduled testing day and will complete a survey asking questions about anyone in the home experiencing COVID-19 symptoms.

Parents will agree to follow county and state guidelines in regards to social distancing and wearing masks.

Parents sign a liability waiver allowing Psyched Services psychologists/BCBA to move forward with in-person testing.

Parents will bring their child to campus with a mask and accept a face shield provided by Psyched Services.

# COVID-19 SAFETY PROTOCOL



**PsychEd**  
Services

## WHAT WE ASK FROM SCHOOLS TO KEEP OUR STAFF SAFE

District agrees to follow county and state guidelines in regards to social distancing and wearing masks.

District will assist PsychEd Services staff with isolating students and contacting parents in case a student displays COVID-19 symptoms.

District provides PsychEd Services staff with access to a sink with soap and disposable towels.

District provides PsychEd Services staff with a quiet outdoor testing space, a room no larger than 167 square feet, or a room with a window that can be opened.

District staff respect physical distancing guidelines (6') when interacting with PsychEd Services staff.

# COVID-19 SAFETY PROTOCOL



**Psyched**  
Services

## WHAT WE DO TO KEEP YOU & YOUR CHILD SAFE

Psychologists/ BCBA's complete a survey asking about COVID-19 symptoms and previous travel. Psyched Services' HR department greenlights psychologists/BCBA's for visiting a campus after reviewing the survey responses.

Psychologists/BCBA's are informed that they are required to stay home if they experience any symptoms of COVID-19 or to go home immediately if symptoms begin while on campus.

Psychologists/BCBA's measure their temperature every morning before entering a campus and log their information in an internal system that is being monitored by Psyched Services' HR department.

If district requirements are stricter than Psyched Services' requirements, our psychologists/BCBA's will follow the stricter guidelines.

Psychologists/BCBA's are trained on this protocol and county guidelines before entering a school campus.

Psyched Services' HR department reviews local guidelines regularly and will update psychologists/BCBA's of updated guidelines.

When entering a campus, our psychologists/BCBA's:

- Are physical distancing of 6' whenever possible.
- Cover their coughs and sneeze with a tissue or the inside of their elbow.
- Avoid touching their faces.
- Avoid handshaking or touching others.
- Wash hands or sanitize hands after touching surfaces that have been touched by others (e.g. door knobs).
- Wear a face mask or face shield following state guidelines.
- Wash their hands for at least 20 seconds with soap before and after seeing students.
- Ask students to wash their hands before they meet with them.
- Take the student's temperature before they start working with the student.
- Encourage the student to point rather than touch stimulus books, provide them with a sanitized pencil to use for pointing, or cover the test material with a see-through plastic cover.
- Use a table shield to create a safety barrier between the psychologist and the student.
- Sanitize door knobs, desk, testing material, face shield, and the desk shield before and after meeting a student.
- Use an air purifier, keep an open window, or work with students outside.
- Clear out the air in the room for 10 minutes between students with the help of an air purifier or by opening a window and door.
- Isolate students who display symptoms of COVID-19 and contact parents immediately to return the student home.