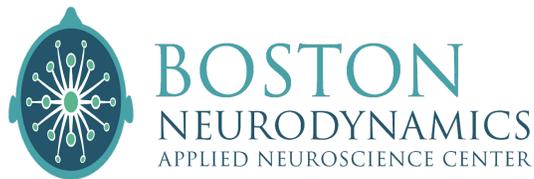


Dear Boston NeuroDynamics Community,

As we move into slowly reopening our in-person services, we want to let you know about the precautions we are taking to protect you (and us) during this challenging time. We are asking anyone coming into the Boston NeuroDynamics office to familiarize themselves with these precautions:

Client Responsibilities:

- **If you have been actively ill with a fever or persistent cough or any symptoms related to COVID-19, please do not come into the office until you have been cleared by a doctor.** We are waiving the late cancellation fee due to COVID-19 concerns for yourself or if you are taking care of someone else.
- **We have closed the waiting room in the office.** If you arrive early, **please wait in your car or outside of the building instead of the waiting area of our office.** This will significantly reduce the chance of cross-contamination and will help us maintain appropriate social distancing.
- **Once you arrive, please call either Ainat or Diana's cell phone directly.** We will let you know that it is okay to come in. If we do not pick up, it means that we are still in the previous session.
- **Please arrive at your scheduled time.** While we always appreciate punctuality, it is important that we start and end our sessions on-time to give us a change to clean in between clients.
- **It is mandatory in the state of Massachusetts and in the city of Brookline to wear a mask in public areas at all times.** This includes inside the building, the Boston NeuroDynamics office, and throughout your entire session (this will be discussed individually).
- **Make sure to wash or sanitize your hands before entering our office.** We will have hand sanitizer available for your convenience.
- Door knobs, handrails, and other heavily touched surfaces in the building and our office are considered public spaces. **It is advised that you bring gloves/tissues/paper towels when coming in contact with these surfaces.** We will have hand sanitizer available inside the Boston NeuroDynamics office.
- The bathroom is shared among the building and is considered a public space. The building administration will make sure the bathrooms are clean everyday / every other day. **Please make sure to sanitize your hands before returning to the Boston NeuroDynamics office.**
- **The building administration requires only one person in the bathroom at the time.** If the



bathroom is occupied, please wait outside while keeping social distancing.

Boston NeuroDynamics Responsibilities:

- **We will be cleaning the office in between each client.** This will include disinfecting the table, chair, equipment, door knobs, bathroom key and other high-touch surfaces.
- We will follow appropriate hand sanitizing procedures between each client.
- We will be wearing appropriate Personal Protective Equipment throughout the entire session.

We understand that there might be the occasional cough or sneeze. In this case, please make sure to cover your face and make use of our hand-sanitizer stations immediately afterwards.

We look forward to welcoming you back to the Boston NeuroDynamics office! We thank you in advance for following these precautions to help keep us all safe!

-Boston NeuroDynamics