

How is Advanced DUI & Counseling Responding to the COVID-19 Pandemic?

We are concerned, as most of you are, about the troubling news concerning the COVID-19 outbreak and the best way to keep everyone safe and healthy. To do so we have been in contact with the Center for Disease Control and the Washoe County Health Department. After reviewing their guidelines and recommendations we have arrived at a set of policies and procedures that will lower the risk to clients and associates while still providing support for those seeking to achieve and maintain their sobriety.

The full content of our policy adjustments can be obtained at the office or requested by email.

However, the bullet points of the program are as follows:

- If you are sick, stay home.
- If anyone in your household is sick, stay home.
- Send an email to mickey@advancedDUI.com to let us know you are sick.
DO NOT CALL.
- **If you alert us to the fact that you or a family member is sick, you will not be charged for the absence.**
- If you are sick and present to the office, you will be sent home.
- All surfaces in the office are being cleaned and sanitized after every session.
- Frequently touched items such as doorknobs, pens, light switches, etc. are being sanitized every hour.
- Tissues, hand sanitizers and disinfectant wipes are placed in every group room and at reception.
- We have handouts available for:
 - Staying Home When Sick
 - Cough and Sneeze Etiquette
 - Hand Hygiene
- This week we are assigning clients to specific Group Sessions. We must limit group size to no more than 6 clients to allow for “social distancing” therefore we will be adding new temporary group times and days. When

you arrive to your group this week you will be given a form to request your preferred day and time. Be prepared to be flexible as they will fill up fast.

- This will be the only session you will be allowed to attend each week. No changes will be permitted.
- Individual sessions will be done by telephone only. Only current clients that have Individual Sessions will be allowed.
- The entrance and exit routes for the office are being adjusted to minimize the proximity of clients to one another.