



NEW APPOINTMENT POLICIES

- 1. Please bring only your child to the appointment.
- 2.Please wait in your car and text (269) 327-4459 with your child's name.
- 3. Please wait for someone to assist you.
- 4. Please have a mask or face covering on at all times while in the office including your child who can tolerate it.
- 5. Follow directions on the table inside the main entrance.
- 6. After completing necessary check in, please return to your car to wait for your child.
- 7. After the appointment your child will be escorted to the door to be picked up.





Directions for Check In

- 1. Please hand sanitize
- 2. Everyone who can tolerate a face covering must wear one.
- 3. Fill out the forms provided. (Health screen and COVID informed consent)
- 4. We will be checking everyone's temperature that will remain in the office. We would recommend you wait for your child in the car.
- 5. If you remain in the waiting room please keep 6 feet social distance.