



COVID-19 Internship Modifications

The following are the student's modified procedures for the student clinic. Please review carefully as failure to comply with the following may result in disciplinary action, up to and including dismissal.

Note: For the safety of fellow students, faculty, staff, and clients, it is vitaly important that those who suspect that they or someone in their bubble has been exposed to COVID-19 that they inform TLC, get tested, and self-quarantine (**bubble refers to a person or people with which one is in frequent, close contact, often unmasked.**). Failure to comply with TLC's COVID-19 policies and procedures may result in disciplinary action, up to and including dismissal.

Exposure/Contraction Procedures

If you have or suspect that you or someone in your bubble has been exposed to COVID-19, please do not come on school grounds. Symptoms you should check for include: fever (99.6+), chills, shortness of breath, difficulty breathing, new loss of sense of smell or taste, muscle or body aches, sore throat. If you believe you have been exposed or are experiencing any of the above symptoms contact the Director at markd@tlcschool.com to schedule a phone call.

TLC requires any student with real or suspected illness to get tested and cleared by a physician before returning school. The student must submit documentation from a physician that clears them to return to campus. As an extra-added precaution, students with real or suspected illness may not return to the building for 14 days after their initial COVID-19 test, regardless of the test results.

Students with real or suspected illness that are scheduled for clinic, **must** contact the MTI-on-Duty at 512.374.9222, ext. 30 immediately. The MTI-on-Duty will cancel all appointments at no cost or penalty to the student.

Students should dress in accordance with the dress code detailed in the Internship Handbook. In addition, please wear hair up and away from your face.

Students should bring their lubricants. All other personal belongings must remain in their vehicles with the exception of phones (powered down). These will need to be disinfected upon arrival. **PLEASE NOTE** - the student lounge is no longer available for storage, meal prep, or in-room dining; neither are the benches and tables outside. **Please do not gather in these areas.** The refrigerator, microwaves & toaster ovens are also no longer available for use. Please do not bring any food items or drinks other than water into the building. All breaks and food consumption should be done outside or in your car until further notice.

Upon arrival, the clinic's MTI-on-duty will take student's temperature. Students presenting with a fever (99.6 degrees or more), will be sent home. Their appointments will be canceled or reassigned to another therapist. Students sent home should contact follow the contraction procedures listed above.

Students will disinfect all contents/equipment in their bay prior to the start of their session. This includes: table, table legs, height adjustment knobs and any smooth surfaces, clipboards, pens. This is regardless of if they are following a student who has just completed their post-session clean-up.

After disinfecting the bay, students follow the hand-washing protocol.

The MTI-on-duty will distribute linens.

As you enter the building, you will find masks available. If you do not have your own mask, please put one of these masks on. Students and clients will be expected to wear masks **at all times** while in the building (No Exceptions). *Bandannas, gators, and scarves are not acceptable.* Students and clients must wear appropriate masks *or forfeit their appointment.*

When greeting clients, students should not shake hands or hug. Bowing is certainly respectful and appropriate. Consider reminding them that you'll minimize conversation to what is necessary in-session.

Students will use a no-contact thermometer to take the client's temperature upon arrival; ask the client to reschedule if their temperature is 99.6°F or higher.

Students will then initiate COVID-19 screening checklist questions on the supplemental intake form.

For the session, students must wear gloves.

Facial massage is prohibited until further notice. Additionally, therapists are permitted to work with their forearms, but can opt out if they so choose. For further clarification, please review the videos on the Student Resources page of our website and/or consult with your MTIs for guidance.

Clients should wear masks for the entire session. Some clients may be unable to comfortably wear a face covering during face-down positioning. Consider the following alternative: use side-lying positioning to address the lateral and posterior aspects of the body so the client can remain masked. Leave any hand work for the final part of your session.

Before leaving the treatment room, remove gloves, apply a generous amount of hand sanitizer, and use a previously-readied paper towel to open and close the treatment room door on your way out. Until further notice, interns are not to bring the post-session water to clients.

After the session, students will disinfect all contents/equipment in their bay prior to the start of their session. This includes table, table legs, height adjustment knobs and any smooth surfaces, clipboards, pens. Remove all linens, blankets, and table setups; fold items in on themselves before putting in a closed bin or hamper. **Do not shake dirty laundry.** Repeat handwashing protocol and reset the treatment space for the next client.

Please refer the videos on post session clean up, laundry removal and hand washing located on the student resources page.