



Dear Friends, Family and Patients:

We are **excited** to announce that we will begin seeing patients soon. We are following the California Dental Associations recommendations and have taken all the precautions in preparation for our soft opening. Anyone who enters our facility will be required to wear a mask. As we are trying to limit physical contact and we ask that you follow these instructions for your appointment.

- **Prior to your appointment:**
 - Please print and fill out the COVID 19 Health Questionnaire Form and COVID 19 Consent Form located in this email attachment or on our website and **bring it to your appointment.**
 - Brush and floss at home, we cannot allow anyone to brush or floss at the office.
- **Once you arrive for you scheduled appointment:**
 - Please arrive at least 5 minutes prior to your appointment. We must maintain strict scheduling times due to protocol.
 - Please remain in your vehicle and text **559-287-7042** when you/patient arrive for your appointment and that you have your **forms completed.** Example: Hi Sheri is here for her appointment and we have completed the forms.
 - We will provide further instruction once you have checked in to let you know when to enter the office.
 - **We will only be letting the patient into the office,** unless other arrangements have been made. This allows us to maintain the social distancing guidelines.
 - Patients will be required to use hand sanitizer and have their temperature taken prior to being seated. If the patient has an elevated temperature or exhibits any sign of being ill, they will not be seen that day.
 - ALL patients are required to wear a mask upon entering the office until they are seated to be seen by Dr. Stanley.
- **Post appointment protocol:**
 - We will be scheduling the patient's next appointment before they leave the office. If this date and time does not work for you, please feel free to contact the office to change/reschedule. We apologize in

advance for any inconvenience this may cause you. Once things get to our new normal we will be able to offer more flexibility in our appointment times.

☐ **Payments:**

- If you need to make a payment, please contact the office so we can process it over the phone, unless you are writing a check at your appointment, you may have the patient bring it in.

☐ **How you Can Help Us:**

- Lots of lovely people have asked how they can help support our family business while we have been closed, and through the months ahead. Your kind messages of support for our team are warmly received and have really made a difference in what has been a stressful and difficult time. No doubt you have also had some stressful times too these last few weeks and we wish you better days ahead. Over the last 30 years, our practice has grown through the positive patients who are now smiling with confidence. We would love for this to continue for the indefinite future. So, if you know of a friend or family member that may need orthodontic treatment, please tell them about our office and our wonderful team.

Finally, thank you for continuing to entrust your orthodontic care to our experienced team. We sincerely appreciate your trust and loyalty and very much look forward to welcoming you back into the practice.

Warm Regards,

Jeff Stanley, DDS
Stanley Orthodontics