**Jennifer Wofford, LICSW, Therapy Practice**

**COVID- related Protocols and Policies**

I am glad to be able and willing to offer in–person sessions as well as telehealth (on a secure, hipaa-compliant, private zoom room, and phone). For in–person sessions, please review your own Covid-related exposures and risks, and please inform me of any risks or exposures. Prior to meeting in-person, please confirm that you are fully vaccinated, and please confirm that neither you, nor anyone in your household, has had a direct exposure to someone with Covid; and neither you, nor anyone in your household, has had any symptoms for the past 10 days prior to meeting with me: fever, dry cough, sore throat, runny nose, congestion, diarrhea, or loss of taste or smell. As I am the primary care person for an elderly parent, I expect clients to take seriously the risks they may expose me to. In the event that you have any symptoms, illnesses of any kind, or any exposure to covid, it is required that you inform me and opt to meet instead on the Telehealth -- telephone or zoom platform for your session.

I am glad to be able to offer in–person sessions both outside at public parks, and also indoors at my office. I will follow the current updated CDC guidelines and Massachusetts public health department requirements for covid protocols. For sessions in the office, which are offered at the discretion of the therapist (and are not obligated by the therapist), I will follow current CDC and Massachusetts public health requirements. As I am a licensed health care provider, I am required to comply with Massachusetts state requirements for health care providers. Currently, masks are no longer required in the office. However, should the state or CDC change their guidelines to address a resurgence of covid or any other public epidemic or pandemic, I will resume requiring masks in the office. Mask requirements would be (should they be needed): A KN95 mask, or a combination of two masks (two paper medical masks, or one medical mask over a cloth mask). In the event that the Client selects to meet in a public park or neighborhood, then the client acknowledges that complete confidentiality and privacy cannot be guaranteed. In the event a client chooses to meet in person in my office, the client agrees to hold harmless Jennifer Wofford, therapist, from any and all claims or concerns of contracting an illness. Therapist cannot guarantee that meeting outdoors or in person will not be a risk, including the risks to confidentiality, and the risk of potential exposure to disease. Client agrees to accept these risks. I am looking forward to meeting with you.

Many thanks, and take good care.

I hereby acknowledge, and agree to abide by, the covid-related protocols and policies, and I understand the requirements may change according to CDC guidelines and state public health guidelines.

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Client Signature and Date Client Signature and Date