

## **OUR COVID-19 POLICIES**

Oregon School of Massage is committed to providing the highest-level training to our students, developing skill sets and tools for applying procedures that protect the public as well as our staff. This is an important part of our program as our students will become professionals providing education and engaging in a sustaining practice for safe and effective touch within a variety of settings.

Regardless of the setting, or where the future will take our graduates, we are committed to providing a safe atmosphere to practice building those skills while welcoming those joining our community or participating in our program. Our goal is to provide support and safety to the best of our ability to our OSM community. To accomplish this, we are requiring our staff, faculty, students and clients to fully participate in the following policies and procedures.

Adjustments and Policies were based on considerations after reviewing recommendations and outlines for practice listed by organizations such as the World Health Organization, Centers for Disease Control and Prevention, Federation of State Massage Therapy Boards, the Oregon Board of Massage Therapy as well as the Oregon Health Authority. Other references were reviewed in the making of our current policies and updates will occur as new information is available.

OSM wishes you and your families only the best of health during this challenging time and strives to ensure the safety and support of staff and students as well as the public.

- Those entering the premise will need to have their temperature and tracking information taken prior to being helped at the desk, bookstore or for hands-on classes and student clinic.
- To limit potential exposure, staff, and students are asked to monitor their health outside of school, to avoid situations that may expose them and their classmates to COVID-19.
- Students who are or may have been exposed to COVID-19, or if you are experiencing symptoms must stay at home and are required to report this information to the school's Director.
- Plastic guards have been installed at the student services desks.
- Sanitizer and disinfecting wipes have been placed throughout the office and classrooms.
- Furniture with cloth upholstery that is not easily sanitized has been removed from public spaces as well as lounge areas.
- Retail areas will be cleared to reduce area of exposure.
- Classrooms will be limited in size to ensure distancing during demo and lecture.
- Students will be set at opposite ends of the tables to ensure a minimum distancing. Tables will be spaced accordingly to provide 6 foot distancing.
- Students will provide linens, and both set up and breakdown, including sanitation and disinfection of table and linens. Extra time will be provided to ensure product is used effectively to kill the virus and will include table, face cradle, and extended table parts. Product will be supplied by OSM.
- Doors may be propped open to limit contact.

- Face masks MUST be worn at all times and in all areas while inside the school building, while giving and receiving massage. Multiple masks are recommended, and even a change of clothing where possible.
- For CLINIC students will be limited to the number of services they will provide and will need to change masks after every session.
- Clinic sessions will be staggered in order to provide limited exposure to multiple people at a given time.
- Washing hands and following CDC guidelines in order to prevent exposure and sharing of the virus is required between all hands on sessions.
- Questions regarding COVID-19 symptoms will be added to any intake, in class or clinic.
- Intake will be performed verbally by students and data recorded by the student onto intake form. Client will check for accuracy as student holds document for their review.
- Use of gloves is optional for all areas except when working the head, face or anterior neck.

More detailed walk-throughs for safety expectations will be sent out over the next week to bolster this information and to adjust for any recommended changes in these protocols by organizations providing guidelines such as the CDC, WHO and others.

What you can expect in future communications are steps for setting, and cleaning tables to reduce contact. Recommendations for linen uses to ease mask restrictions, and useful tools to add to your repertoire.

I am available at [jb@oregonschoolofmassage.com](mailto:jb@oregonschoolofmassage.com) should you have any further questions at this time. We look forward to seeing you all soon, and in my case, to meeting each of you as we move into this end of year quarter!

Thank you for your continued patience, and feedback. We will constantly fine-tune procedures to ensure local and public safety within the industry and on campus.

Jordan Barton  
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## Walk-Through

### **OFFICE**

- 1) For everyone that enters the lobby
  - a. FILL OUT TEMPERATURE AND QUESTIONNAIRE/Tracking SHEET.
  - b. At the end of the day, place sheet in GM's box.
  
- 2) The following should be sanitized and disinfected after use, or every 30-45 minutes, or after foot traffic: DESKS, COUNTERTOPS, PHONES, DOOR HANDLES, KEYBOARDS, ETC (HARD SURFACES),
  
- 3) WHEN YOU SWITCH work AREAS, WIPE DOWN KEYBOARD, PHONE, ETC. PRIOR TO WALKING AWAY IF YOU WILL NOT BE RETURNING.
  
- 4) DOORS MAY BE PROPPED OPEN TO REDUCE HANDLING
  
- 5) Desktops and counters should be free of debris, and misc. items that counter sanitation needs.
  
- 6) Sanitizer should be available at every desk and countertop.
  
- 7) Disinfectant wipes, or warm soap and water should be used to clean surfaces. Using the industrial disinfectant, it is important to remember to allow the cleaner to set for at least 1 minutes prior to wiping dry.