

## **Information sheet** **on the rules for the process of counselling in person** **at the Counselling Service (PPB)**

Since personal meetings still bear an infection risk we want to ask you to follow some rules. These are for your own and other people's safety.

- 1) Follow the commonly known hygiene regulations.
- 2) Do not come to the PPB when you show any signs of sickness.
- 3) Do not come to the PPB when you had contact with a person who has COVID-19 or someone who is a suspected case of having COVID-19 in the relevant time period before the appointment.
- 4) Please be on time for your appointment. You will be picked up at the door **(Please do not ring the bell!)**.
- 5) At the moment there will be no handshakes.
- 6) Please wear a medical mask when entering the rooms of the PPB (this can be either a surgical- or an FFP2-mask).
- 7) Please disinfect your hands with the disinfectant provided in the lobby.
- 8) Wear the medical mask in all rooms.

When there was a professional review that stated that the consulting can not be held appropriately while wearing a mask, the medical mask does not have to be worn.

In this case, one of the following verifications needs to be submitted:

- negative test certificate
- verification of a full vaccination (also 14 days waiting period)
- verification that you recovered from the Corona virus

Apart from that, the following conditions need to be fulfilled:

- appropriate room size according to the currently valid legal conditions
- minimum distance in the consulting room
- a written and signed document that states the conditions mentioned above

Under all other circumstances there is the need to wear the medical mask at all times during the consultation.

- 9) Please keep the minimum distance to others.
- 10) If you should leave the consultation room during the time of your counselling (for example to go to the toilet), please put your face mask back on and keep the minimum distance to others in case you meet someone.
- 11) Please leave the building directly after the counselling in order to avoid unnecessary contact with others.

Thank you for your cooperation and for your understanding!

The team of the PPB