

TORIN W. RUTNER, D.M.D., M.D.
Diplomate, American Board of Oral & Maxillofacial Surgery
Specialty License #5532
Practice Limited to Oral & Maxillofacial Surgery
552 Westfield Ave
Westfield, New Jersey 07090
(908)-654-6030

To Our Patients and their Families:

We hope you are doing well and everyone is healthy. We are happy to announce that our office has **reopened as of Tuesday, May 26th**. We know you have all waited long, a lot longer than we originally anticipated, and we really appreciate everyone's patience. We have already started calling patients to reschedule appointments that were cancelled due to our office closure. We will try to accommodate everyone, we just ask for your patience and understanding. We have almost 3 months of appointments to reschedule and due to new regulations issued by the State of New Jersey; we have to limit the flow of people in our office. We promise we will get everyone seen and caught up in a timely manner and make sure each patient is brought up to speed in his or her treatment.

We also want to update everyone on our new safety protocols, as the safety of our patients, their families, and our team are our top priority. Below is a list of protocols that we have installed since we have closed. These protocols are above and beyond what is recommended by the New Jersey State Board of Dentistry, the CDC, and OSHA. Dr. Rutner has spent hours researching these protocols, over the past couple of months, and he has developed a comprehensive plan to keep everyone that enters the **Center for Oral & Facial Surgery** to be as safe as possible.

We have installed a new antimicrobial, antiviral system in the
Office and surgery rooms which constantly purify the air in the office

- Heavy duty suction units are being used to remove aerosol during patient procedures
 - UV sanitizers have been installed in our reception room,
- Common areas and surfaces will be cleaned constantly after use, with a medical-grade disinfectant
- Temperatures will be taken on anyone entering our office with a non-contact thermometer – this will help screen anyone that may be sick, but not aware of it yet
- Anyone entering our office will be questioned about their possibility of contact with someone infected with COVID-19. This will help make the flow of patients, in and out of our office, as smooth as possible.
- Anyone entering our office will be questioned about potential signs/symptoms of infection with COVID-19 and if they are suspected of infection, they will not be allowed in our office
 - One parent will be allowed in building **ONLY** if necessary (otherwise they will be asked to wait in their car)
 - Patient's siblings will not be allowed in our office – this is for everyone's safety
 - Anyone entering our office will be required to wear a mask
- Sneeze guard protection screens have been installed at our reception desk – this will create barrier when making appointments and interacting with our team
- Our team will be screened every day, before office opens, for any COVID-19 signs/symptoms and their temperatures will be taken and if they have any sign of being sick they will be sent home
- PPE (Personal Protective Equipment) worn by Dr. Rutner and team will be above and beyond what is required by CDC and OSHA
- All patients will rinse with an anti-microbial rinse before their treatment - this rinse will reduce the microbial load in their mouth by over 94%
 - All patients will sanitize their hands before treatment commences and before they leave the office
 - Hand sanitizer pumps will be spread throughout the office for patient and parent use
 - Patients will be kept apart by a distance of **at least 6 feet** while in our office; including when in treatment areas
- We feel that these protocols will create a safe and comfortable environment for all people that enter our office. If you would like to discuss any of these protocols or anything else about the reopening of our office, feel free to call and speak to Dr. Rutner or one of our team. We do ask that everyone arrive **ON TIME** for their appointments, as we must stay on schedule to make sure that we can follow these protocols. If you do arrive late, you may be asked to reschedule your appointment. We are looking forward to seeing everyone it has been way too long!!

Dr. Torin Rutner and Team

