

## What we are doing



### SAFE APPOINTMENTS

The NSCN physical office is open to the public. We are offering appointments if you require in-person support at a date and time of your convenience. For information on how to book an appointment, please click [here](#).



### CLEANING AND SANITIZATION

We have enhanced our cleaning practices throughout our office and are ensuring high touch surfaces are routinely cleaned and sanitized.

### HAND HYGIENE

Our welcome area includes hand sanitizer for the convenience of guests and staff. We ask that you please use the hand sanitizer when entering our space.

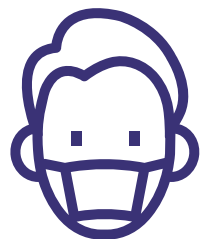


### PHYSICAL DISTANCING

We have clearly marked the NSCN space to allow for physical distancing.

### MAXIMUM CAPACITY RESTRICTIONS

We are limiting the number of individuals permitted onsite and ask that you please come to your scheduled appointment alone.



### FACE MASKS

Non medical masks are mandatory indoors and you are required to wear a mask to enter the office building and the elevator. Please consider wearing your mask while in the NSCN lobby.

### APPROVED CLEANING SUPPLIES

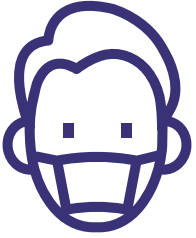
All cleaning supplies used by NSCN comply with guidelines established by the Public Health Agency of Canada (PHAC).



### DAILY HEALTH ASSESSMENTS

Staff will assess their health on a daily basis before coming to the NSCN office to help reduce the risk and spread of COVID-19.

# What we are asking guests to do



## FACE MASKS

Non medical masks are mandatory indoors and you are required to wear a mask to enter the office building and the elevator. Please consider wearing your mask while in the NSCN lobby.



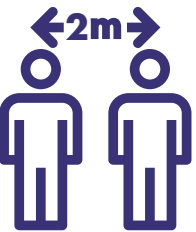
## PROTOCOL IF YOU ARE UNWELL

Please do not enter the space if you are feeling unwell or if you have been in close contact with somebody who is experiencing symptoms of, or has been diagnosed with COVID-19. We are happy to assist you virtually or rebook your appointment at a time of your convenience.



## TRAVEL

We ask that you please rebook your appointment if you have travelled outside of Nova Scotia, Prince Edward Island or Newfoundland and Labrador in the last 14 days. This does not apply to those who are exempt and meet the specific conditions for fully vaccinated travellers. If you are required to quarantine, we would be happy to assist you virtually or see you in-person after the recommended period of self-isolation and testing.



## PHYSICAL DISTANCING

Please follow the physical distancing markers and maintain six feet of distancing between others when possible. (NSCN staff will wear a mask for your protections if it is not possible to maintain six feet of physical distancing while supporting you. You may be asked to do the same.)



## APPOINTMENT FOR ONE

We ask you that please come to the NSCN office alone for your appointment to help limit the flow of individuals in and out of the NSCN space.

## CASH

If your appointment is related to the transfer of a cash payment, we ask that you please have the exact amount. During the COVID-19 pandemic, we are trying to minimize the transfer of cash between individuals.

