



March 20, 2020

Dear Parents and Guardians,

Orchard Place has continued to monitor the global outbreak of COVID-19, a respiratory illness caused by the new coronavirus. As expected the situation is evolving rapidly and has now been declared a pandemic with additional recommendations being issued by the Centers of Disease Control (CDC) daily.

During this time of uncertainty, we see the importance of maintaining mental health care to your child and family. We are implementing strategies to limit the community spread of the virus. One way to do this is by offering the option of telehealth—holding therapy sessions over the phone or computer. In order to access this type of therapy, you will need:

- Smartphone, tablet, computer or laptop with camera
- Access to WiFi or HotSpot with your device
- Charging cable
- Optional headset with microphone or headphones/ear buds
- Private location to conduct session—room with a door or area in the home away from distractions and other family members
- Caregiver present in the home or available for duration of session in case of emergency

Prior to initiating telehealth sessions, a safety plan will need to be created. The therapist will confirm your phone number and the address for session.

Please work with your child’s therapist during this time to determine the best way to maintain therapy services. If you don’t have equipment necessary for video, telehealth sessions can be done over the phone or on the computer with audio only. We look forward to continuing to serve you and your family, and as always we will prioritize the safety of our clients and staff.

Sincerely,

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