

appropriate levels.

You should be putting a contingency plan in place, if you do not have one already. The doctor/owner and key personnel, such as your office manager or lead hygienist, should be meeting frequently to discuss these plans. Reliance on a strong operations team will be critical during this time. You will need to avoid supply chain disruption especially with products from outside the United States and sterilization supplies. You may look to temporarily close offices where the schedule is light or pair down your schedule and run with a skeleton staff.

As we progress into uncharted territory, a plan to establish a cash reserves should be put in place. Limit your personal and unnecessary spending. You may want to consult with legal counsel regarding any potential HR issues that may arrive. You may want to be in contact with your bank and lender about any hardship programs that may become available.

We are here to support you in any way we can, so please feel free to reach out to us.

Here are some helpful links.

<https://www.ada.org/en/publications/ada-news/2020-archive/march/ada-adds-frequently-asked-questions-from-dentists-to-coronavirus-resources>

<https://bentericksen.com/coronavirus-faqs/>

<https://www.dol.gov/newsroom/releases/eta/eta20200312-0>

Sincerely,

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Reach Out To Us

