



JOY HOLLISTER
Director

STATE OF CONNECTICUT – COUNTY OF TOLLAND
INCORPORATED 1786

TOWN OF ELLINGTON

Human Services Department

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New Safety Protocols for Human Services

- Clients will be seen by appointment ONLY. Other options are available for persons who prefer not to come in. Please call us to discuss them.
- Only one person can come in to the building for an appointment. Other arrangements can be made for special circumstances.
- Masks are required to enter the building and must be worn at all times.
- Plexi-glass shields have been installed at our front desks to help protect our clients and employees.
- Hand sanitizers are encouraged to be used when entering and exiting the building.
- When you arrive for your appointment, please stay in your car and call us (860-870-3128) to inform us you are here. A staff member will come to your car to get you. If you are not able to call when you arrive, please call before leaving your home. We will need your vehicle information (color, make, and model), so we know when you have arrived. Someone will come to your car to get you.
- If you are not feeling well, we ask that you do not enter the facility and please call and reschedule your appointment.

Thank you for your cooperation and we look forward to seeing you!

These protocols are subject to change. Please adhere to all posted signage and instructions given by staff.