TO: \_\_*Practice Name*\_ Patients

FROM:

DATE:

**RE: We’re ready to welcome you back to our clinics**

Dear *Practice name* patient,

As your primary care provider, we want to assure you that your safety, health and well-being are our highest priority. While questions and concerns related to COVID-19 and its impact still remain, *Practice name* remains committed to meeting all your primary care needs.

We’re pleased to let you know that *Practice name* clinics continue to see patients, both in-person and through telehealth virtual visits. We’ll be increasing the number of available in-person visits in our clinics going forward. With expanded safety measures in place, our staff is prepared and ready to care for you. The following practices have been implemented for your comfort and safety:

* Screening each patient for COVID-19 symptoms before their visit
* Requiring patients and staff to wear face coverings at all times
* Scheduling protocols to minimize well-patient exposure to sick patients
* Reconfiguring waiting room layouts to maintain proper social distancing
* Offering the option for patients to wait outside or in their cars before appointments, so they may minimize time inside the clinic
* Making hand sanitizer readily available
* Enhancing our cleaning protocol throughout the day and after hours to disinfect equipment and surfaces
* Providing patients the option to schedule virtual visits with their providers

If you’d like to schedule an appointment with your provider, visit our website today.

Taking care of your health has never been more important. We remain focused on providing the safest healthcare facilities and the highest-quality clinical care.

In good health,

*Provider name*

*Title*

*Practice name*