*This template is meant only as a sample or guide and does not constitute legal or medical advice.  Please update the announcement so that it is applicable to your business and verify your specific state policies with your Department of Labor, Department of Public Health or the CDC’s website.*

We want to inform you on actions we are taking to mitigate the transmission of COVID-19 at (practice name). We are taking extra precautions to strictly maintain the high standards of cleanliness at our practice, and we are following recommendations from the Centers for Disease Control and Prevention (see infographic below).

For the health and safety of our staff and other patients, we kindly ask you to reschedule your appointment if you are sick, have recently traveled, or have been exposed to anyone who is sick. Please contact us if you need to reschedule your appointment and we will be happy to accommodate you.

The practice is making the following changes:

* Practice-specific measures may be listed here in this section, such as hand sanitizer, extra precautions being taken such as taking temperatures of patients when they check in for appointments, cleaning regimens, protective gear, etc.

During this time, it is important to remember to focus on things we can control. Taking measures to prevent the spread of COVID-19 is important for the welfare of our staff, patients and community. For information and updates on COVID-19, we recommend reviewing the information shared by the Centers for Disease Control and Prevention here: <https://www.cdc.gov/coronavirus/2019-ncov/protect/index.html>

We will continue to see patients and encourage you to contact the practice if you have questions or concerns.



