



Disclosure of  
Preemptive Steps to  
Minimize Patient and  
Staff Exposure to  
**COVID-19**

Dear Patient of **Insert Practice Name Here**:

In an effort to mitigate exposure to COVID-19 (Coronavirus), we as an organization are taking all necessary and available precautions to ensure patients are screened prior to coming to the office regarding potential exposure and/or symptoms or signs they or another person in their household or place of work might have been exposed to the virus.

Additionally, all of our staff is being closely monitored to ensure they are not carrying or transmitting the virus. We are using all recognized and recommended universal precautions (sterilizing rooms, washing hands with soap and hot water, using sanitizer, wearing of gloves and masks when appropriate, and requesting staff members who do not feel well to remain at home and seek immediate medical care) to ensure a clean and safe environment for both patients and employees.

In the event you should fall ill (elevated temperature, sore throat, respiratory difficulties or other symptoms that could mimic those of COVID-19) within 14-days of being seen in our office or any other medical office or after being exposed to a large group of people in a confined area, you should immediately contact your Primary Care Provider (PCP), your local Department of Health Center, your local Emergency Department or a local Urgent Care Center for guidance on how to proceed.

While no one completely understands the COVID-19 virus at this point as clearly as we will in the coming weeks and months based on the number of tests now being deployed and the scientists working to determine the transmission of the virus, our practice is following all issued guidelines recommended by The Centers for Disease Control (CDC) and The World Health Organization (WHO). We are confident that our aggressive preemptive steps will aid in minimizing the transmission of the virus but it is not guaranteed. Please take all reasonable steps to protect yourself by using basic hygiene procedures (cover your mouth when you cough, sneeze into a tissue or cover your mouth and nose when you sneeze, immediately wash your hands with soap and hot water, use hand sanitizer, etc.) to aid in preventing the possible transmission of the virus.

Should you have further questions or concerns please do not hesitate to ask.