**[Date]**

To Our Residents and Family Members:

At this time, **[community]** is grateful to report NO cases of COVID-19 in our community. We continue following the Center of Disease Control (CDC) and Prevention recommendations for preventing the spread of COVID-19. We are also participating In the daily CDC update meetings and adjusting our routines based upon any recommended changes. The safety of you, your loved one and our staff remains our priority.

We also continue to adhere to the "No Visitors except Staff and Essential Caregivers" guideline and will enforce that rule until state agencies tell us otherwise. Thank you for your cooperation with this critical safety rule. We recognize the challenges this limitation has placed upon all of us and pray for a speedy end to the virus' spread and a return to normalcy.   
  
As shared in our previous correspondence we have stepped up our cleaning protocols and screening process for employees, visiting medical professionals, and residents. This screening process is a necessary tool for keeping us as safe as possible. For more information on Priority Life Care’s COVID preparation and prescreening, visit our online toolkit at www.prioritylc.com/plc-covid-19-toolkit.  
  
In addition, we are focused on keeping life as normal as possible through consistent staffing and life enrichment programming. Although life may not be “usual” in these times, our communities continue with their vibrance, creativity, and love for life.   
  
We are honored that families choose our communities to serve and care for your loved one. We thank you for your understanding and patience through this time.

We will notify you if any residents or staff are diagnosed with COVID-19. Should you have any questions, please feel free to contact our community at: **[PLEASE FILL IN YOUR COMMUNITY’S CONTACT INFORMATION AND TAILOR TO MEET YOUR COMMUNITY’S NEEDS.]**

For more information, visit the CDC’s Corona Virus page: https://www.cdc.gov/coronavirus.

Sincerely,

**[FILL IN YOUR COMMUNITY INFORMATION]**