



September 18, 2015

Dear Vendor,

Each year, influenza results in an estimated 226,000 hospital admissions and 36,000 deaths. Emerging evidence over the past few years clearly indicates health care personnel can unintentionally expose patients to seasonal influenza when they are not immunized. Exposure to people infected with the influenza virus can be dangerous to already compromised patients.

This letter is to inform you that Covenant HealthCare has implemented an organization-wide policy requiring all employees, volunteers, students, contracted staff, medical staff, allied health staff members, residents, medical students, and **vendors/contractors** to be committed to participation in flu prevention by receiving an annual influenza vaccination by October 31, or, wearing a protective mask during the flu season. Flu season typically runs from October – March. We are not alone in this effort. We join local and state-wide medical centers in implementing similar policies.

Covenant HealthCare sincerely believes that receiving an annual influenza vaccine is an important step in keeping our patients – and each other – safe. Please have your employees show proof of vaccination to the leadership individual that you report to for business purposes. The leader will verify vaccination status and provide a sticker on your photo ID badge that will demonstrate compliance with our policy. Any individual without the flu sticker will be required to don a mask when conducting business in our facilities. Failure to adhere to our policy shall result in your employee(s) not being allowed to conduct business with us.

We thought that this would be a good time to highlight another Covenant HealthCare policy regarding the identification of individuals conducting business within or on Covenant premises. All employees, volunteers, students, contracted staff, medical staff, allied health staff members, residents, medical students, and **vendors** shall wear a photo ID badge that identifies their name and company. If your employee(s) do not have a photo ID that identifies their name and business, they can obtain one from Covenant for a fee of \$20.00. An application for a Photo badge may be obtained from the Purchasing Department, Andersen Center, 1020 Almira Street. If a photo ID is missing, your employee(s) will be sent to the Purchasing Department to obtain one; if they refuse, they will be asked to leave the premises.

We look forward to your full support of providing the highest quality safe patient care as possible. Please return to our vendor tab on our Covenant HealthCare web page found at <http://www.covenanthealthcare.com/Main/Vendors.aspx> for a copy of the Influenza Prevention Program and other important vendor information.

Sincerely,
Ed Bruff
President/CEO
Covenant HealthCare