**COVID 19 UPDATE**

We know this is a difficult time for everyone and want to thank you for your continued diligence in caring for our clients. The work you do every day is incredible! Please know the health and safety of the individuals we serve and our employees is our top priority. We are working diligently to do everything we can to protect you and stop the spread of COVID-19 within our organization. Skyline Center, Inc. is strictly adhering to all directions from the local and state health department.

We also need your help in battling COVID-19. It is essential that you continue to wear masks, social distance, and frequently wash your hands/use hand sanitizer. Please visit the Centers for Disease Control and Prevention (CDC) website to learn more about the COVID-19 virus and how you can help prevent the spread in our community.

We will begin providing a weekly update to employees of positive tests and recoveries within Skyline Center. We ***will not share*** identifying information in our updates. Employees who might be impacted by a potential exposure will be continue to be contacted on an individual basis.

UPDATED Information from: October 1- December 11, 2020

**Total number of employees have tested positive – 14**

**Total number of employees who have recovered – 12**

**Total number of Individuals served/patients who have tested positive - 8**

**Total number of individuals served/patients who have recovered. - 4**

Please contact your supervisor or Human Resources if you have questions.

Sincerely,

M. Shane Buer

Shane Buer

Executive Director

Skyline Center, Inc.