CHC LETTERHEAD

Life Sustaining Business Employee/Contractor

Authorization to Travel Regardless of Time of Day

To Whom It May Concern:

The *ORGANIZATION* employee/contractor in possession of this letter works in the Healthcare Industry and must travel to and from work regardless of the time of day as an employee in a sector that has been deemed by the U.S. Government as critical to the response to Coronavirus/COVID-19. It is essential to the country’s response to the coronavirus that this individual be permitted to proceed to or from his or her job or to otherwise perform his or her job function.

As you are aware, on March 23, 2020, Mayor Michael Hancock ordered all non-life-sustaining businesses in in Denver County to close their physical locations as of 5 p.m., March 24, to slow the spread of COVID-19. [UPDATE TO REFER TO ANY LOCAL ORDERS FOR YOUR COUNTY/CITY]

*ORGANIZATION* is a Community Health Center, also known as a Federally Qualified Health Center (FQHC), providing health care at # locations as listed at the end of the letter. Community Health Centers are specifically called out as Essential Critical Infrastructure Workers by the Cybersecurity and Infrastructure Security Agency (CISA), which executes specific responsibilities of the Secretary of Homeland Security. More information about Essential Critical Infrastructure Workers can be found at: https://www.cisa.gov/publication/guidance-essential-critical-infrastructure-workforce.

The employee/contractor in possession of this letter is among those employees of *ORGANIZATION* whom we have deemed to be vitally important in our efforts to treat our patients in this time of national and state-wide emergency.

If you have any questions about the validity of this letter or the status of the employee/contractor in possession of this letter, please contact the person below for validation or with other questions.

Thank you,

CEO OR CMO

ORGANIZATION

ADDRESS

PHONE OF CEO OR CMO

EMAIL OF CEO OR CMO

(Contact person should be available 24/7 or at least during hours staff would be travelling to and from work)

ORGANIZATION staff may be traveling to/from to following locations:

ADD INFO HERE