

Handi-Crafters

Empowering Independent and Productive Lives...Hands-On Solutions to Your Business Needs

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March 12, 2020

Dear Handi-Crafters Families, Caregivers, Staff and Friends,

Starting **Friday, March 13, 2020**, we will be putting in place more measures to protect the health of our clients and staff.

To limit any possible exposure of the Coronavirus (COVID-19) to our facility we will not be allowing anyone in our buildings except staff and clients.

- Anyone coming to pick up a client will be asked to wait outside after corresponding with our receptionist. Your person will be paged and will meet you outside.
- We suggest that anyone (client or staff) who are at high risk, elderly and/or immune suppressed, should consider staying home.
- If you are sick please do not come in to work. If you do come in sick you will be sent home. If you are out sick for more than three days, you will need a doctors "return to work" note.

We appreciate your patience in this matter. We will re-evaluate this procedure in two weeks.

Executive Director

Amy Rice

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handi-crafters.org

Sincerely,



Amy Rice
Executive Director