



Andrew J. Spano
County Executive

Department of Health

Joshua Lipsman, M.D., J.D., M.P.H.
Commissioner

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Dear Business Administrator:

Media coverage has served to heighten public concern about the spread of avian flu worldwide. While avian flu is not a threat to us right now, now is the time to get the message out that handwashing and respiratory etiquette are among some of the best ways to prevent the spread of any kind of flu and many other diseases. We are writing today to enlist your assistance in getting the message out to your employees and their families.

To help you promote these healthful practices at your worksite, we have enclosed a variety of materials that remind individuals to wash their hands and cover their coughs and sneezes to stop the spread of illnesses. Enclosed, you will find the following:

- A how to "Wash Your Hands" poster
- Posters showing some of the common germs that can be halted through proper hand washing
- A "Cover Your Cough" respiratory etiquette poster
- A list of other hand washing resources

We encourage you to be creative and use the materials provided as you deem most effective for your facility. However, here are some suggestions:

- Hang "How to Wash Your Hands" and common germs posters above sinks in your facility.
- Hang "Cover Your Cough" posters in lunch rooms, conference rooms and other areas where employees congregate.
- Add a personal touch to your campaign by using internet resources provided in this kit and on our website.

For more information about disease prevention and to download additional educational materials, please visit the Health Department's website at www.westchestergov.com/health, or call Norm Shaw at 813-5004. Materials specific to handwashing can be found through the "W.A.S.H Up Westchester" link located on the home page.

Thank you for your assistance in making Westchester a healthier place to live and work.

Sincerely,