To: All ESLC Staff  
From: Loren Ranaletta, President/CEO  
Date: March 16, 2020  
Subject: COVID-19 Update  

As the COVID-19 situation continues to unfold every day, we remain committed to doing everything possible to maintain the health and safety of our staff and residents. Every staff member, regardless of position, is considered essential healthcare staff. Please continue to report for your scheduled shifts unless you are experiencing symptoms – respiratory infection, fever, cough, shortness of breath, or sore throat.

Each of us have an important role to play each day but especially during this time. Your presence is essential to continue to provide the best possible care, experience and environment for our residents, and we need the entire team working together in order to do so. Some staff members or departments that do not traditionally have high contact with residents may be asked to work outside of their normal duties in order to support other team members or departments.

I would like to personally thank you for your commitment to ESLC and the amazing work you do every day.