

# Infection Prevention Measures for Community Settings

Date: [Insert Date]

To: [Insert Recipient's Name]

From: [Insert Sender's Name]

Dear [Insert Recipient's Name],

As part of our commitment to ensuring the health and safety of our community, we are implementing important infection prevention measures. We appreciate your cooperation in following these guidelines:

- Frequent hand washing with soap and water for at least 20 seconds.
- Use hand sanitizer that contains at least 60% alcohol when soap and water are not available.
- Maintain physical distance of at least 6 feet from others.
- Wear a mask in crowded or enclosed spaces.
- Clean and disinfect high-touch surfaces regularly.

We encourage everyone to stay informed and practice these measures to help reduce the spread of infections within our community. Thank you for your attention and cooperation.

Sincerely,

[Insert Sender's Name]

[Insert Sender's Title]

[Insert Sender's Organization]