**COVID-19 VACCINATION - SAMPLE RESIDENT & FAMILY LETTER**

***Update December 3, 2020***

Dear [Resident/Family]:

We’re excited to announce that we’re gearing up to distribute the COVID-19 vaccine very soon. We expect to start residents and staff vaccinations on [insert dates.]

The Centers for Disease Control and Prevention (CDC) and the Minnesota Department of Health have decided that residents in long-term care are in the highest priority group ant they will get the vaccine first—along with all of our staff. From what we know today, resident families and other people in the general community will have to wait for vaccinations until later in the year, when the supply of vaccines is larger.

**Here are the details of our Resident Vaccination Plan:**

* There will be no cost to you for the shots.
* You’ll need two shots with x weeks in between for it to be effective.
* If you’ve had COVID-19, you should still get the shots.
* Some people have had a sore arm, mild aches and fever after getting the shot, but you cannot be infected by COVID-19 through the shot. These types of side-effects are more common with the first injection but not as common with the second injection. It’s important you receive both shots.

We have prepared a Frequently Asked Questions (link) to help you understand more about why the vaccine is so important in defeating COVID-19. If you have other concerns, please contact [insert your vaccine champion’s name here] or let me know how I can help.

Getting vaccinated against COVID-19 is one of the best ways to protect yourself and everyone around you, particularly those who are at increased risk for severe illness. Wearing masks and social distancing help reduce your chance of being exposed to the virus or spreading it to others, but these measures are not enough. Vaccines will work with your immune system, so it is ready to fight the virus if you are exposed. Getting these shots will not only protect you from being infected; it will help us take a big step towards ending this pandemic.

The news of a vaccine gives us hope for a new chapter to our fight against this virus. I am so appreciative of the support and cooperation you all have given us during these past nine tough months. Thank you for your commitment to our community. Together, we’re moving toward a COVID-free future.

Sincerely,