**[Date]**

**[Address of LPH/Tribal Authority]**

Dear resident,

The **[insert LPH/Tribal Authority Name]** is working closely with the Oregon Health Authority and **[insert property management or facility name]** to manage an outbreak of respiratory illness**, [influenza (flu) in particular]**.

Due to how severe **[flu]** can be and the number of **[flu]** cases at this **[property/ facility]**, **[insert LPH/Tribal Authority Name]** strongly recommends that every resident get an antiviral medication. Both those with and those without respiratory illness should seek these medications. This will help protect you. It will also slow the spread of **[flu]** in your community. **[Insert LPH/Tribal Authority Name]** will write a prescription for the antiviral medication for residents without a health care provider.

You may have been exposed to the flu already but do not feel sick yet. We also suggest: **[adjust items below as needed depending on type of respiratory illness, items below are for flu]**

* Any resident who has signs of flu should talk to their health care provider. Signs include:

* + Fever, feeling feverish or chills\*
	+ cough
	+ sore throat
	+ runny or stuffy nose
	+ muscle or body aches
	+ headaches
	+ fatigue or feeling very tired
* Any resident who has signs of the flu should seek emergency care if they have:
* a hard time breathing or shortness of breath
* sudden dizziness
* confusion
* severe or constant vomiting
* flu-like symptoms that get better but return with fever and a worse cough

Sincerely,

**[Insert appropriate signature line]**