



County of Henrico, Virginia

Interoffice Memorandum

TO: Agency Head and Key Officials

SUBJECT: 2003 Flu Vaccinations

FROM: Leslie Jordanger, RN, MSN, FNP
Employee Health Services

DATE: October 1, 2003

Attached is the schedule for Employee Flu Vaccination Clinics for 2003. Please post the schedule in an area where a majority of your employees will have access to it; feel free to copy it as needed. The vaccine is available to all General Government employees for a cost of \$12.00. We ask that employees call to schedule an appointment during these clinic times; we will do our best to accommodate employees working night shifts but anticipate that the variety of dates will meet most of your staff's needs.

Please encourage your staff to utilize this opportunity to protect themselves against influenza this year. Receiving the vaccine at work minimizes productive time lost for doctor visits, eliminates the co-pay required and decreases our utilization of health insurance. Most importantly a high level of vaccination protects our employees from time lost (and considerable misery!) due to illness and may protect their family members from contacting influenza. Many of our employees are also caregivers for children and elderly parents outside of their work duties and could miss a substantial amount of time caring for them as well. A majority of hospitalizations due to influenza occur in children less than 2 years old.

Serious complications from influenza include pneumonia; in some cases this is fatal. Employees at highest risk for becoming seriously ill from influenza are those over age 65, those of any age who have chronic health problems such as heart or kidney disease, diabetes, cancer, asthma or HIV and pregnant women who are past their 1st trimester.

Flu Prevention

Please call

Employee Health Services

at 501-4550

to schedule your appointment

DAY	DATE	TIME
Monday	October 20, 2003	1:30 pm – 4:00 pm
Tuesday	October 21, 2003	1:30 pm – 4:00 pm
Thursday	October 23, 2003	1:30 pm – 4:00 pm
Friday	October 24, 2003	10:00 am – 4:00 pm
Monday	October 27, 2003	1:30 pm – 4:00 pm
Tuesday	October 28, 2003	1:30 pm – 4:00 pm
Wednesday	October 29, 2003	1:30 pm – 4:00 pm
Friday	October 31, 2003	9:00 am – 12:00 pm
Monday	November 3, 2003	1:30 pm – 4:00 pm
Tuesday	November 4, 2003	1:30 pm – 4:00 pm
Thursday	November 6, 2003	9:00 am – 11:00 am
Friday	November 7, 2003	9:00 am – 11:00 am
Wednesday	November 12, 2003	1:30 pm – 4:00 pm
Friday	November 14, 2003	1:30 pm – 4:00 pm