

Template Letters for Health Care Providers and Parents

Two template letters are provided for CLPPP outreach to health care providers during the COVID-19 pandemic. The first letter encourages providers to continue with lead prevention efforts and highlights specific actions caregivers and families can take to reduce lead risks to children. The second letter is a resource for health care providers to send to families encouraging them to return to their health care provider's office for well-child visits. Both letters are customizable. You may also include health care provider and patient education materials with these letters.

Template Letter to Health Care Providers

Adapted from San Francisco CLPPP. Copy and paste the text into your jurisdiction's official letterhead.

Dear Medical Provider,

First and foremost, we want to thank you for your commitment to caring for your patients during these challenging times. The Childhood Lead Poisoning Prevention Program (CLPPP) will continue to be available to assist you in providing guidance and resources on lead poisoning prevention throughout the duration of the COVID-19 pandemic and thereafter. Please do not hesitate to contact us if the need arises.

Lead-contaminated dust is one of the most common causes of elevated blood lead levels in children. Dust and soil may become contaminated from chipped or peeling lead-based paint, emissions from industrial practices, and legacy contamination from leaded gasoline. When lead dust is present in the home environment, children are at greater risk for ingesting lead dust due to mouthing and crawling behaviors. Now that children and their families are spending more time at home, it is a critical time to educate parents and caregivers on how to prevent lead poisoning.

These simple actions can help protect families and children from lead exposure and lead poisoning:

- Wash hands with soap and water before eating and sleeping and after playing and gardening.
- Wash toys frequently and dispose of toys with chipping paint.
- Clean dusty surfaces frequently: Use water and an all-purpose cleanser to wet mop hard floors and wipe windowsills and other hard surfaces with a wet paper towel or sponge. Vacuum area rugs, wall-to-wall carpet and upholstered furniture. If possible, use a vacuum with a built-in High Efficiency Particulate Air (HEPA) filter.
- Remove shoes before entering the home.
- Prevent children from playing on or in bare soil. Soil may contain lead.
- Ensure house paint remains intact.

Although damaged and peeling paint is a primary source of lead exposure in the home, there are other potential lead sources, including:

- Lead pipes and water fixtures

- Children's toys (especially if old or deteriorated)
- Imported traditional cosmetics, jewelry, ceramics, pottery, foods, candies and spices
- Traditional/Home remedies
- Religious powders
- Take-home exposures from a job or hobby.

If you have any questions or would like to request more information, please feel free to contact CLPPP at [XXX-XXX-XXXX](tel:XXX-XXX-XXXX) or www.CountyCLPPP.gov. I would be more than glad to talk with you over the phone, meet in person when it is safe to do so, or provide training for your staff. Enclosed, please find [XXXX](#) materials that can be shared with your patients. Additional copies are available, free of charge.

Sincerely,

Health Care Provider Letter to Patients — English Template

Customize this letter for health care providers to send to families encouraging them to return to the office for well-child visits.

Dear Parents,

During these challenging times, please know that we are here for you. Your child's health and safety are our top priority, and we have made it safe for you and your child to come in for routine checkups, blood lead screenings, and immunizations.

We have taken extra precautions to help protect you and your family as well as our staff during COVID-19, including: **[Please omit the ones that do not apply]**

- Wearing masks at all times.
- Disinfecting exam rooms between patients.
- Separating well visits from sick visits.
- Checking each person's temperature before they enter the building.
- Limiting provider visits to one caregiver per child.
- Allowing parents/caregivers to check in for their appointment from their car.
- Answering your questions over the phone or computer before your appointment, to minimize time spent at the clinic.
- Offering curbside visits in our parking lot! Please park and call our office upon arrival. We'll come out to see you!

Tips for keeping your child safe during your visit:

- Is your child 2 years of age or older? Please have them wear a mask before entering our clinic (do not use if your child has trouble breathing). Parents and caregivers also need to wear a mask.
- Use hand sanitizer before entering and after leaving our clinic. We have some available by the front door!
- Please call us upon arrival and wait in your car. We'll let you know when we are ready to see you.

Please call our office at **(XXX) XXX-XXXX** to schedule your child's checkup, follow-up or immunization appointment. Staying on track with needed checkups, blood lead testing, and immunizations, especially during COVID-19, is very important to your child's health. Enclosed, please find **XXXX** materials that provide more information about lead poisoning prevention.

With you in health,

Dr. **[your name here]**

Health Care Provider Letter to Patients—Spanish Template

Customize this letter for health care providers to send to families encouraging them to return to the office for well-child visits.

Estimados padres/cuidadores,

Durante estos tiempos tan difíciles, le queremos informar que estamos aquí para servirle. La salud y seguridad de su hijo son nuestra máxima prioridad. Hemos asegurado para usted y su hijo acudir a chequeos de rutina, pruebas de plomo en la sangre e inmunizaciones.

Hemos tomado precauciones adicionales para proteger a usted y a su familia, así como a nuestro personal durante COVID-19, incluyendo: **[Omit the ones that do not apply/Omita las que no correspondan]**

- Usar máscaras en todo momento.
- Desinfección de salas de examen entre pacientes.
- Separar las visitas de niños sanos y enfermos.
- Verificar la temperatura de cada persona antes de entrar al edificio.
- Limitar las visitas al médico a un padre/cuidador por niño.
- Permitir que los padres o cuidadores se registren para su cita desde su automóvil.
- Responder a sus preguntas por teléfono o computadora antes de su cita, para minimizar el tiempo que pasa en la clínica.
- ¡Ofreciendo visitas al aire libre en nuestro estacionamiento! Por favor, estacione y llame a nuestra oficina cuando llega. ¡Saldremos a verlos!

Consejos para mantener su hijo seguro durante su visita:

- ¿Su hijo tiene 2 años de edad o más? Por favor, pídale que usen una máscara antes de entrar a la clínica (no la use si su hijo tiene problemas para respirar). Los padres y cuidadores también deben usar una máscara.
- Use desinfectante para manos antes de entrar y después de salir de la clínica. ¡Tenemos desinfectante disponible por la puerta principal!
- Por favor llámenos cuando llega y espere en su automóvil. Le avisaremos cuando estemos listos para verlos.

Por favor, llame a nuestra oficina al **(XXX) XXX-XXXX** para programar un chequeo médico para su hijo, hacer una cita de seguimiento, o vacunación. Mantenerse al día con chequeos médicos, pruebas de plomo en la sangre, y vacunas, especialmente durante COVID-19, es importante para la salud de su hijo. Adjunto, encontrará materiales **XXXX** que brindan más información sobre la prevención del envenenamiento por plomo.

Con usted en salud,

Dr. **[your name here/su nombre aquí]**